



Greater Metropolitan Housing Corporation
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September 26, 2013

Dear Roseville HRA,

Greater Metropolitan Housing Corporation (GMHC) is pleased to submit the enclosed information for your consideration in response to the Dale Street Fire Station Redevelopment Request for Proposal to purchase and redevelop the 3-acre parcel of land located at the west side of Dale Street between Lovell and Cope Avenues.

Based on the RHRA's Corridors Development Initiative (CDI) process, GMHC has created a proposal that addresses the CDI findings and aims to meet the guidelines outlined in the RFP. This proposal promotes intergenerational living, mixed incomes, and community green space.

We propose to construct 29 green, sustainable, single family homes:

- o 12 two-story single family homes set in a court style configuration
 - 4 bedrooms, 3.5 bathrooms
 - 2,400 square feet
 - 2 car attached garage
 - o 8 single level accessible senior homes
 - 2 bedrooms, 1 bathroom
 - Style 1 – 1,600 square feet, 2 bedrooms, 2 bathrooms
 - 2 car tandem attached garage
 - Style 2 – 1,000 square feet, 2 bedrooms, 1 bathroom
 - 1 car attached garage
 - o 9 townhomes
 - 4 bedrooms, 3.5 bathrooms
 - 2,100 square feet
 - 2 car tuck under garage
- Each unit has a dedicated outdoor space – porch, patio, and/or balcony.
 - Shared courtyard and sidewalks throughout encourage neighborhood connectivity.
 - Rain gardens will be created to capture storm water runoff and create a buffer between existing homes.

- Site design to meet City of Roseville requirements for storm water management and site improvements.
- All homes will follow MN 2011 Enterprise Green Communities Criteria.

These homes will blend into and complement the existing neighborhood. All of the units will be owner-occupied housing. All the homes will be sold at market rate. Currently, our estimated resale prices are as follows:

Senior Small Model	\$225,000
Senior Large Model	\$250,000
Dale Townhome	\$275,000
Single Family Detached	\$295,000

GMHC is working with Ramsey County to tie the County's Senior Housing Regeneration Program in with this development. Seniors would be able to use the equity in their existing homes to be put towards the purchase of a senior townhome unit. GMHC in turn would renovate their former home and sell it to a new owner-occupant with a focus on families at or below 80% of Area Median Income (AMI). So, in addition to the 29 new units, there is the possibility of an additional 8 renovated homes.

GMHC is committed to building quality, energy efficient green homes that will benefit the homeowner and neighborhood for decades. This project will use the 2011 Enterprise Green Communities Criteria with Minnesota Overlay as the guide to incorporating green design and efficiency standards into the home and neighborhood. Features of the green homes include Energy Star appliances, windows, ventilation, and lighting; low-flow plumbing fixtures, and high efficiency mechanical systems including 95% efficiency or greater furnace, 14-SEER central air-conditioning, programmable thermostat, and air-exchanger for whole house ventilation. The exterior features include durable Hardi-Plank Lap siding, LP Smartside soffits, fascia and trim, and Structural Insulated Panels (SIPs). GMHC uses building products free of any toxic glue or formaldehyde and all paints and stains are water-based low-VOC products.

The green features of this proposal extend to the surrounding area through the preservation of trees wherever possible and the addition of landscaping and rain gardens to help capture water runoff created by the addition of new impervious surfaces. Landscaping incorporating native and adaptive plants will be added throughout the development.

GMHC plans to seek a green certification as part of the overall construction process such as Minnesota GreenStar or MN Green Path based on the best fit of the finalized design.

As a non-profit developer with over 40 years of experience, GMHC has the knowledge and resources to develop this site in a manner that benefits the community by creating more options for seniors, families, and individuals. GMHC has a proven history of working successfully with the City of Roseville to build and rehabilitate homes in Roseville, such as building new single family homes at Roseville Applewood Court and other scattered sites, and rehabbing homes through programs like the Senior Housing Regeneration Program (SHRP) to

resell to owner occupants. GMHC has experience developing similar sites, including Bungalow Courts in northeast Minneapolis and the Osseo Townhomes.

Project Contact: Bill Buelow, Director of Construction. Bbuelow@gmhchousing.org, 612-339-0601 ext. 16.

A letter of intent to purchase accompanies this letter as Attachment F.1.

Proposal schedule summary:

Timeline	Milestone
December 2013 - January 2014	Pre-construction and planning & zoning approval process
February 2014	Approvals and contractor selection
March - April 2014	Site preparations & marketing begins
May 2014	Ground breaking - Phase 1 begins on half of each housing type
September – November 2014	Phase 1 construction – completion based on unit type
September – October 2014	Occupancy begins on completed units
September 2014	Phase 2 construction begins
December 2014	Construction underway on all units
January – March 2015	Phase 2 construction ends & occupancy begins for completed units
April – May 2015	Completion of outstanding exterior escrow work

Thank you for your consideration.

Sincerely,



Carolyn E. Olson, President
Greater Metropolitan Housing Corporation



CERMAK RHOADES ARCHITECTS



AERIAL LOOKING NORTHWEST



AERIAL LOOKING SOUTHWEST



CERMAK RHOADES ARCHITECTS



AERIAL LOOKING NORTHEAST



HOUSING TYPE KEY PLAN



CERMAK RHOADES ARCHITECTS



SENIOR HOUSING



SENIOR HOUSING



CERMAK RHOADES ARCHITECTS



TOWNHOMES



TOWNHOMES



CERMAK RHOADES ARCHITECTS



SINGLE FAMILY FRONT YARDS



SINGLE FAMILY FRONT YARDS



CERMAK RHOADES ARCHITECTS



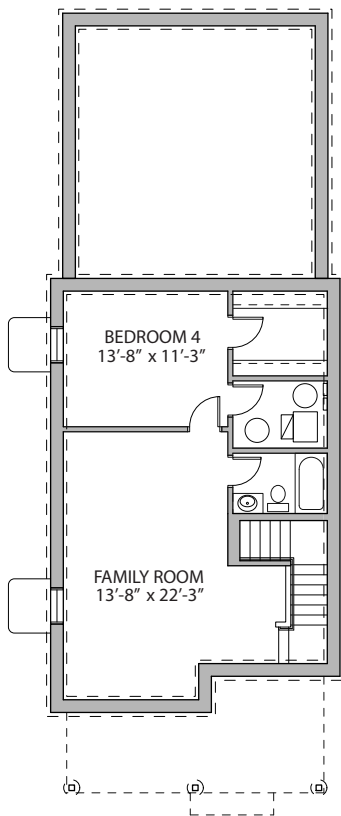
SENIOR HOUSING BACK YARDS



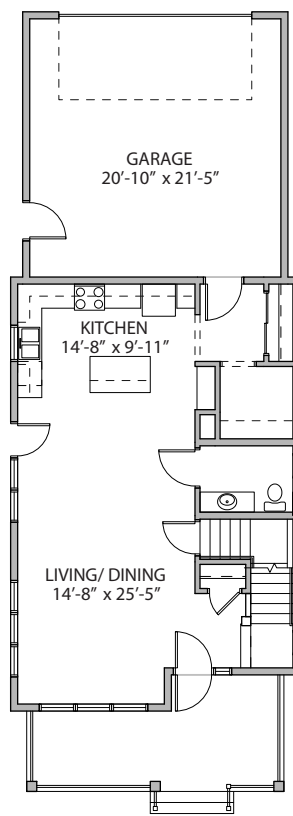
SINGLE FAMILY HOUSE SIDE YARD AND PATIO



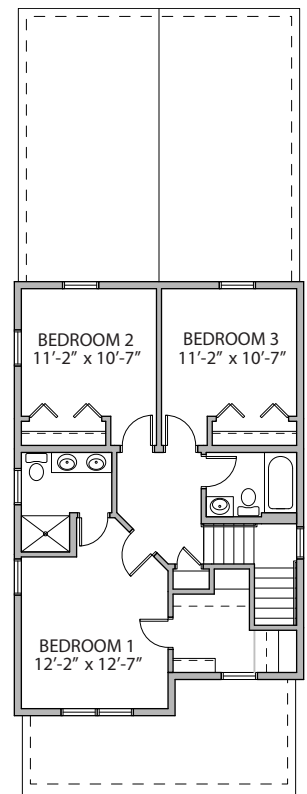
CERMAK RHOADES ARCHITECTS



BASEMENT



FIRST FLOOR



SECOND FLOOR

SINGLE FAMILY HOME 1

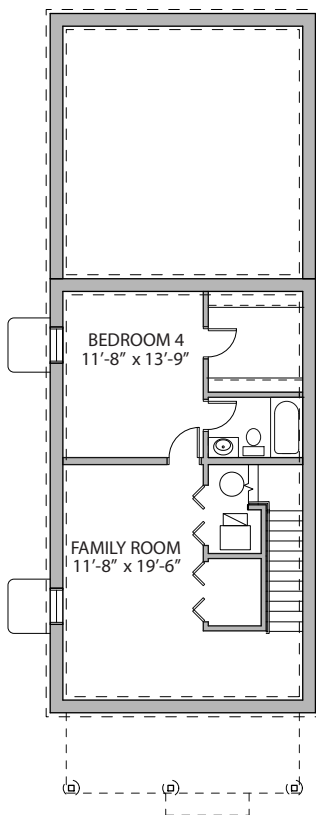
Greater Metropolitan Housing Corporation

Gross Square Footage: 2,980

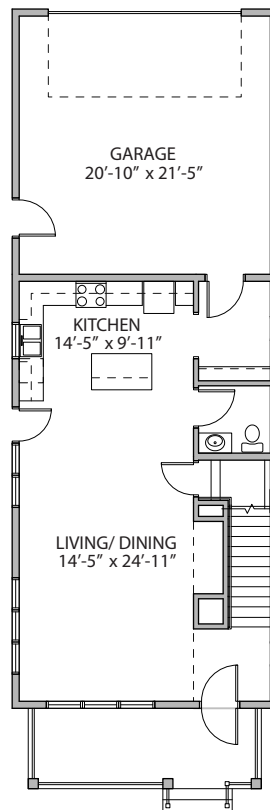
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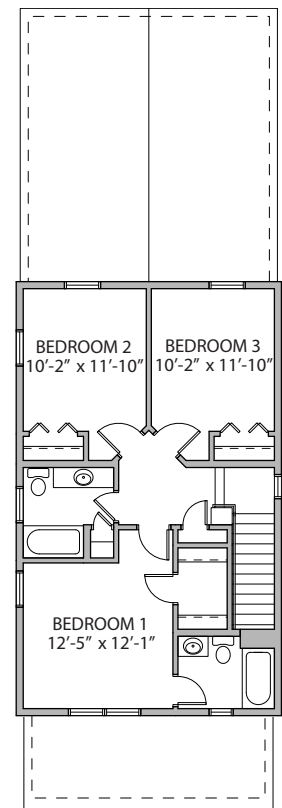
CERMAK RHOADES ARCHITECTS



BASEMENT



FIRST FLOOR



SECOND FLOOR

SINGLE FAMILY HOME 2

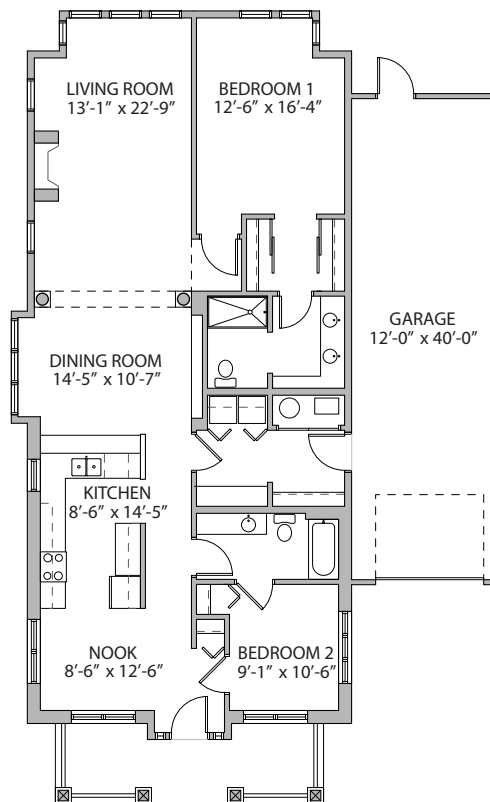
Greater Metropolitan Housing Corporation

Gross Square Footage: 2,860

Scale: 1/16" = 1'-0"



CERMAK RHOADES ARCHITECTS



SENIOR HOUSING 1

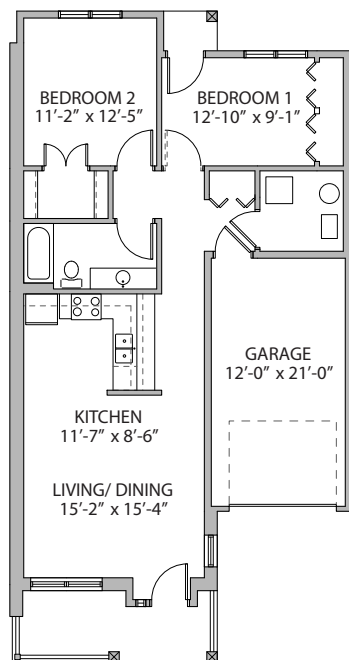
Greater Metropolitan Housing Corporation

Gross Square Footage: 2,098

Scale: 1/16" = 1'-0"



CERMAK RHOADES ARCHITECTS



SENIOR HOUSING 2

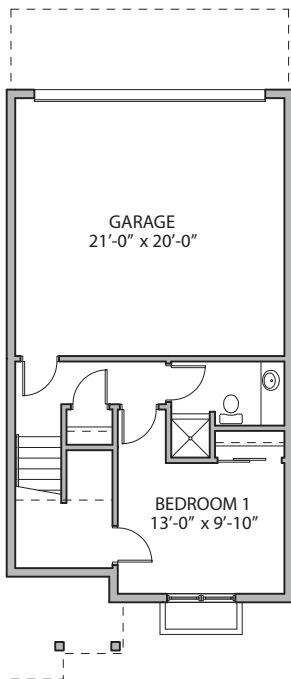
Greater Metropolitan Housing Corporation

Gross Square Footage: 1,245

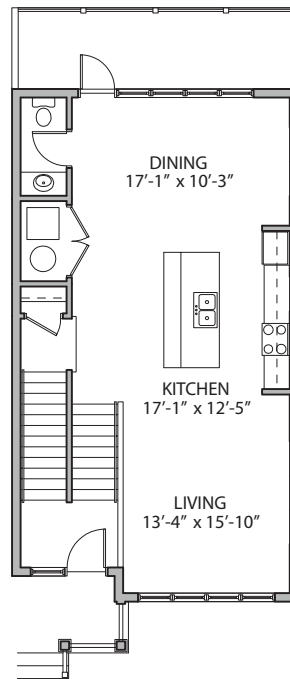
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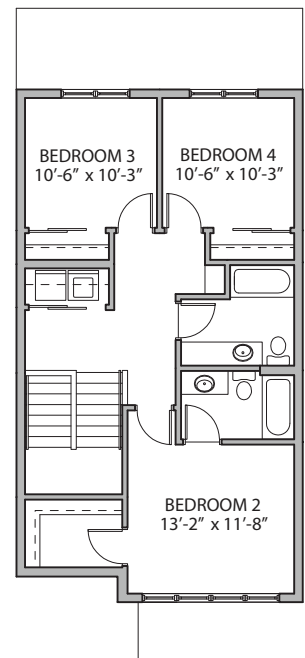
CERMAK RHOADES ARCHITECTS



BASEMENT



FIRST FLOOR



SECOND FLOOR

TOWNHOME

Greater Metropolitan Housing Corporation

Gross Square Footage: 2,617

Scale: 1/16" = 1'-0"



M = MANDATORY
= AVAILABLE OPTIONAL POINTS

2011 Enterprise Green Communities Criteria Checklist

This checklist provides an overview of the technical requirements within the Enterprise Green Communities Criteria. **To achieve Enterprise Green Communities Certification, all projects must achieve compliance with the Criteria mandatory measures applicable to that construction type. Additionally, New Construction projects must achieve 35 optional points, Substantial Rehab projects must achieve 30 optional points, and Moderate Rehab projects must also achieve 30 optional points.**

1: INTEGRATIVE DESIGN

☒ YES ☐ NO ☐ MAYBE

M

1.1a Green Development Plan: Integrative Design Meeting(s)

Conduct one or more integrative design meetings and submit a Green Development Plan or equivalent documentation.

☒ YES ☐ NO ☐ MAYBE

M

1.1b Green Development Plan: Criteria Documentation

Create design and construction documentation to include information on implementation of appropriate Enterprise Green Communities Criteria.

☐ YES ☐ NO ☒ MAYBE

2

1.2a Universal Design (New Construction only)

Design a minimum of 15% of the dwelling units (no fewer than one) in accordance with ICC/ANSI A117.1, Type A, Fully Accessible guidelines.

☐ YES ☐ NO ☐ MAYBE

2 or 3

1.2b Universal Design (Substantial and Moderate Rehab only)

Design a minimum of 10% of the dwelling units (no fewer than one) in accordance with ICC/ANSI A117.1, Type A, Fully Accessible guidelines [2 points] and, for an additional point, the remainder of the ground-floor units and elevator-reachable units should have accessible unit entrances.

SUBTOTAL OPTIONAL POINTS

2: LOCATION + NEIGHBORHOOD FABRIC

☒ YES ☐ NO ☐ MAYBE

M

2.1 Sensitive Site Protection (New Construction only)

Do not locate new development, including buildings, built structures, roads, or other parking areas, on portions of sites that meet any of the following provisions:

- Land within 100 feet of wetlands, including isolated wetlands or streams
- Land on slope greater than 15%
- Land with prime soils, unique soils, or soils of state significance
- Public parkland
- Land that is specifically identified as habitat for any species on federal or state threatened or endangered lists
- Land with elevation at or below the 100-year floodplain

☒ YES ☐ NO ☐ MAYBE

M

2.2 Connections to Existing Development and Infrastructure (New Construction only, except for projects located on rural tribal lands, in colonias communities, or in communities of population less than 10,000)

Locate project on a site with access to existing roads, water, sewers, and other infrastructure within or contiguous to existing development. Connect the project to the pedestrian grid.



M = MANDATORY
= AVAILABLE OPTIONAL POINTS

☒ YES ☐ NO ☐ MAYBE	M	LOCATION + NEIGHBORHOOD FABRIC (CONTINUED) 2.3 Compact Development <i>(New Construction only)</i> Design and build the project to a density of at least: • <i>Urban/Small Cities:</i> 10 dwelling units per acre, or at least 75% of surrounding net residential density, whichever is greater • <i>Suburban/Mid-Size Towns:</i> 7 dwelling units per acre, or at least 75% of surrounding net residential density, whichever is greater • <i>Rural/Tribal/Small Towns:</i> 5 units per acre for detached or semi-detached housing; 10 units per acre for townhomes; 15 units per acre for apartments
☒ YES ☐ NO ☐ MAYBE	5 or 6	2.4 Compact Development Design and build the project to a density of at least: • <i>Urban/Small Cities:</i> 15 dwelling units per acre, or at least 75% of surrounding net residential density, whichever is greater [5 points] • <i>Suburban/Mid-Size Towns:</i> 10 dwelling units per acre, or at least 75% of surrounding net residential density, whichever is greater [6 points] • <i>Rural/Tribal/Small Towns:</i> 7.5 units per acre for detached or semi-detached housing; 12 units per acre for townhomes; 20 units per acre for apartments [6 points]
☒ YES ☐ NO ☐ MAYBE	M	2.5 Proximity to Services <i>(New Construction only)</i> Locate the project within: • <i>Urban/Small Cities:</i> a 0.25-mile walk distance of at least two OR a 0.5-mile walk distance of at least four of the list of facilities • <i>Suburban/Mid-Size Towns:</i> a 0.5-mile walk distance of at least three OR a 1-mile walk distance of at least six of the list of facilities • <i>Rural/Tribal/Small Towns:</i> two miles of at least two of the list of facilities
☐ YES ☐ NO ☐ MAYBE	M	2.6 Preservation of and Access to Open Space: Rural/Tribal/Small Towns Only <i>(New Construction only)</i> Set aside a minimum of 10% of the total project acreage as open space for use by residents OR locate project within a 0.25-mile walk distance of dedicated public open space that is a minimum of 0.75 acres
☒ YES ☐ NO ☐ MAYBE	3 max	2.7 Preservation of and Access to Open Space Set aside a percentage of the total project acreage as open space for use by residents: 20% [1 point]; 30% [2 points]; and 40% + written statement of preservation/conservation policy for set-aside land [3 points]
☒ YES ☐ NO ☐ MAYBE	5	2.8 Access to Public Transportation Locate the project within: • <i>Urban/Small Cities:</i> a 0.5-mile walk distance of combined transit services (bus, rail, and ferry) constituting 76 or more transit rides per weekday and 32 or more transit rides on the weekend • <i>Suburban/Mid-Size Towns:</i> a 0.5-mile walk distance of combined transit services (bus, rail, and ferry) constituting 60 or more transit rides per weekday and some type of weekend ride option • <i>Rural/Tribal/Small Towns:</i> 5-mile distance of either a vehicle share program, a dial-a-ride program, an employer van pool, or public-private regional transportation
☐ YES ☐ NO ☐ MAYBE	5	2.9 Walkable Neighborhoods: Connections to Surrounding Neighborhood—Rural/Tribal/Small Towns Connect the project to public spaces, open spaces, and adjacent development by providing at least three separate connections from the project to sidewalks or pathways in surrounding neighborhoods and natural areas.



M = MANDATORY
= AVAILABLE OPTIONAL POINTS

☐ YES ☒ NO ☐ MAYBE	7 max	LOCATION + NEIGHBORHOOD FABRIC (CONTINUED) 2.10 Smart Site Location: Passive Solar Heating /Cooling Demonstrate a building with a passive solar design, orientation, and shading that meet specified guidelines. <i>Select one:</i> • Single building—New Construction [7 points] • Multiple buildings—New Construction [7 points] • Moderate or Substantial Rehab [7 points]
☐ YES ☒ NO ☐ MAYBE	2	2.11 Brownfield or Adaptive Reuse Site Locate the project on a brownfield or adaptive reuse site. <i>Select either:</i> adaptive reuse site [2 points] or brownfield remediation [2 points]
☐ YES ☒ NO ☐ MAYBE	6	2.12 Access to Fresh, Local Foods Pursue one of three options to provide residents and staff with access to fresh, local foods, including neighborhood farms and gardens; community-supported agriculture; proximity to farmers market.
☐ YES ☒ NO ☐ MAYBE	4	2.13 LEED for Neighborhood Development Certification Locate the project in a Stage 2 Pre-Certified LEED for Neighborhood Development plan or a Stage 3 LEED for Neighborhood Development Certified Neighborhood Development.
SUBTOTAL OPTIONAL POINTS		
3: SITE IMPROVEMENTS		
☒ YES ☐ NO ☐ MAYBE	M	3.1 Environmental Remediation Conduct an environmental site assessment to determine whether any hazardous materials are present on site.
☒ YES ☐ NO ☐ MAYBE	M	3.2 Erosion and Sedimentation Control <i>(Except for infill sites with buildable area smaller than one acre)</i> Implement EPA's Best Management Practices for erosion and sedimentation control during construction.
☒ YES ☐ NO ☐ MAYBE	M	3.3 Low-Impact Development <i>(New Construction only)</i> Projects located on greenfields must meet the list of low-impact development criteria.
☒ YES ☐ NO ☐ MAYBE	M	3.4 Landscaping Provide new plants (including trees, shrubs, and ground cover) such that at least 50% of area available for landscaping is planted with native or adaptive species, all new plants are appropriate to the site's soil and microclimate, and none of the new plants is an invasive species.
☒ YES ☐ NO ☐ MAYBE	M	3.5 Efficient Irrigation and Water Reuse If irrigation is utilized, install an efficient irrigation or water reuse system.
☒ YES ☐ NO ☐ MAYBE	2 or 6	3.6 Surface Stormwater Management Retain, infiltrate, and/or harvest stormwater on site. <i>Select only one:</i> partial stormwater retention [2 points] or full stormwater retention [6 points]
SUBTOTAL OPTIONAL POINTS		



M = MANDATORY
= AVAILABLE OPTIONAL POINTS

4: WATER CONSERVATION

☒ YES ☐ NO ☐ MAYBE

M

4.1 Water-Conserving Fixtures

Install or retrofit water-conserving fixtures in all units and any common facilities with the following specifications: Toilets—1.28 gpf; Urinals—0.5 gpf; Showerheads—2.0 gpm; Kitchen faucets—2.0 gpm; Bathroom faucets—1.5 gpm

☐ YES ☐ NO ☒ MAYBE

6
max

4.2 Advanced Water-Conserving Appliances and Fixtures

Install or retrofit water-conserving fixtures in all units and any common facilities with the following specifications: Toilets—1.2 gpf; Showerheads—1.5 gpm; Kitchen faucets—1.5 gpm; Bathroom faucets—0.5 gpm. *Select any, or all, of the options:*

- Toilets [2 points]
- Showerheads [2 points]
- Faucets—kitchen and bathroom [2 points]

☐ YES ☐ NO ☒ MAYBE

4
max

4.3 Water Reuse

Harvest, treat, and reuse rainwater and/or greywater to meet a portion of the project's water needs.

- 10% reuse [1 point]
- 20% reuse [2 points]
- 30% reuse [3 points]
- 40% reuse [4 points]

SUBTOTAL OPTIONAL POINTS

5: ENERGY EFFICIENCY

☒ YES ☐ NO ☐ MAYBE

M

5.1a Building Performance Standard: Single family and Multifamily (three stories or fewer) (New Construction only)

Certify the project under ENERGY STAR New Homes.

☒ YES ☐ NO ☐ MAYBE

M

5.1b Building Performance Standard: Multifamily (four stories or more) (New Construction only)

Demonstrate compliance with EPA's Multifamily High-Rise program (MFHR) using either the prescriptive or the performance pathway.

☐ YES ☐ NO ☐ MAYBE

M

5.1c Building Performance Standard: Single family and Multifamily (three stories or fewer) (Substantial and Moderate Rehab only)

Demonstrate that the final energy performance of the building is equivalent to a Home Energy Rating System (HERS) Index of 85.

☐ YES ☐ NO ☐ MAYBE

M

5.1d Building Performance Standard: Multifamily (four stories or more) (Substantial and Moderate Rehab only)

Demonstrate that the final energy performance of the building is equivalent to ASHRAE 90.1-2007.

☐ YES ☒ NO ☐ MAYBE

15
max

5.2 Additional Reductions in Energy Use

Improve whole-building energy performance by percentage increment above baseline building performance standard for additional points.

☒ YES ☐ NO ☐ MAYBE

M

5.3 Sizing of Heating and Cooling Equipment

Size heating and cooling equipment in accordance with the Air Conditioning Contractors of America (ACCA) Manuals, Parts J and S, or ASHRAE handbooks.

☒ YES ☐ NO ☐ MAYBE

M

5.4 ENERGY STAR Appliances

If providing appliances, install ENERGY STAR-labeled clothes washers, dishwashers, and refrigerators.



M = MANDATORY
= AVAILABLE OPTIONAL POINTS

ENERGY EFFICIENCY (CONTINUED)

☒ YES ☐ NO ☐ MAYBE

M

5.5a Efficient Lighting: Interior Units

Follow the guidance appropriate for the project type: install the ENERGY STAR Advanced Lighting Package (ALP); **OR** follow the ENERGY STAR MFHR program guidelines, which require that 80% of installed lighting fixtures within units must be ENERGY STAR-qualified or have ENERGY STAR-qualified lamps installed; **OR** if replacing, new fixtures and ceiling fans must meet or exceed ENERGY STAR efficiency levels.

☒ YES ☐ NO ☐ MAYBE

M

5.5b Efficient Lighting: Common Areas and Emergency Lighting

Follow the guidance appropriate for the project type: use ENERGY STAR-labeled fixtures or any equivalent high-performance lighting fixtures and bulbs in all common areas; **OR** if replacing, new common space and emergency lighting fixtures must meet or exceed ENERGY STAR efficiency levels. For emergency lighting, if installing new or replacing, all exit signs shall meet or exceed LED efficiency levels and conform to local building codes.

☒ YES ☐ NO ☐ MAYBE

M

5.5c Efficient Lighting: Exterior

Follow the guidance appropriate for the project type: install ENERGY STAR-qualified fixtures or LEDs with a minimum efficacy of 45 lumens/watt; **OR** follow the ENERGY STAR MFHR program guidelines, which require that 80% of outdoor lighting fixtures must be ENERGY STAR-qualified or have ENERGY STAR-qualified lamps installed; **OR** if replacing, install ENERGY STAR compact fluorescents or LEDs with a minimum efficacy of 45 lumens/watt.

☒ YES ☐ NO ☐ MAYBE

M

5.6a Electricity Meter (New Construction and Substantial Rehab only)

Install individual or sub-metered electric meters in all dwelling units.

☐ YES ☐ NO ☐ MAYBE

3

5.6b Electricity Meter (Moderate Rehab only)

Install individual or sub-metered electric meters in all dwelling units.

☐ YES ☒ NO ☐ MAYBE

12
max

5.7a Renewable Energy

Install photovoltaic (PV) panels, wind turbines, or other electric-generating renewable energy source to provide a specified percentage of the project's estimated energy demand.

☐ YES ☒ NO ☐ MAYBE

1 or 2

5.7b Photovoltaic/Solar Hot Water Ready

Site, design, engineer, and/or plumb the development to accommodate installation of photovoltaic (PV) or solar hot water system in the future.

☐ YES ☒ NO ☐ MAYBE

5

5.8 Advanced Metering Infrastructure

Site, design, engineer, and wire the development to accommodate installation of smart meters and/or be able to interface with smart grid systems in the future.

SUBTOTAL OPTIONAL POINTS

6: MATERIALS BENEFICIAL TO THE ENVIRONMENT

☒ YES ☐ NO ☐ MAYBE

M

6.1 Low/No VOC Paints and Primers

All interior paints and primers must be less than or equal to the following VOC levels: Flats—50 g/L; Non-flats—50 g/L; Floor—100 g/L

☒ YES ☐ NO ☐ MAYBE

M

6.2 Low/No VOC Adhesives and Sealants

All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. All caulks and sealants must comply with regulation 8, rule 51, of the Bay Area Air Quality Management District.

☒ YES ☐ NO ☐ MAYBE

M

6.3 Construction Waste Management

Commit to following a waste management plan that reduces non-hazardous construction and demolition waste by at least 25% by weight through recycling, salvaging, or diversion strategies.



M = MANDATORY
= AVAILABLE OPTIONAL POINTS

☒ YES ☐ NO ☐ MAYBE	5 max	MATERIALS BENEFICIAL TO THE ENVIRONMENT (CONTINUED) 6.4 Construction Waste Management: Optional Determine percentage of waste diversion and earn all points below that threshold: 35% waste diversion [1 point] 45% waste diversion [1 point] 55% waste diversion [1 point] 65% waste diversion [1 point] 75% waste diversion [1 point]
☐ YES ☐ NO ☐ MAYBE	5	6.5 Recycling Storage for Multifamily Project Provide one or more easily accessible, permanent areas for the collection and storage of materials for recycling.
☒ YES ☐ NO ☐ MAYBE	5 max	6.6 Recycled Content Material Incorporate building materials that are composed of at least 25% post-consumer recycled content or at least 50% post-industrial recycled content. <i>Select from the following:</i> - Framing materials [1 point] - Exterior materials: siding, masonry, roofing [1 point] - Concrete/cement and aggregate [1 point] - Drywall/interior sheathing [1 point] - Flooring materials [1 point]
☒ YES ☐ NO ☐ MAYBE	5 max	6.7 Regional Material Selection Use products that were extracted, processed, and manufactured within 500 miles of the home or building for a minimum of 50% of the building material value (based on cost). <i>Select any or all of these options:</i> - Framing materials [1 point] - Exterior materials: siding, masonry, roofing [1 point] - Concrete/cement and aggregate [1 point] - Drywall/interior sheathing [1 point] - Flooring materials [1 point]
☒ YES ☐ NO ☐ MAYBE	5	6.8 Certified, Salvaged, and Engineered Wood Products Commit to using wood products and materials of at least 25% that are (by cost): FSC-certified, salvaged products, or engineered framing materials without urea-formaldehyde binders.
☐ YES ☒ NO ☐ MAYBE	1 or 3	6.9a Reduced Heat-Island Effect: Roofing Use Energy Star-compliant roofing or install a “green” (vegetated) roof for at least 50% of the roof area. <i>Select only one: cool roof [3 points] or green roof [1 point]</i>
☐ YES ☒ NO ☐ MAYBE	2	6.9b Reduced Heat-Island Effect: Paving Use light-colored, high-albedo materials and/or an open-grid pavement, with a minimum solar reflectance of 0.3, over at least 50% of the site’s hardscaped area.
SUBTOTAL OPTIONAL POINTS		
7: HEALTHY LIVING ENVIRONMENT		
☒ YES ☐ NO ☐ MAYBE	M	7.1 Composite Wood Products that Emit Low/No Formaldehyde All composite wood products must be certified compliant with California 93120. If using a composite wood product that does not comply with California 93120, all exposed edges and sides must be sealed with low-VOC sealants.



M = MANDATORY
= AVAILABLE OPTIONAL POINTS

☒ YES ☐ NO ☐ MAYBE	M	HEALTHY LIVING ENVIRONMENT (CONTINUED) 7.2 Environmentally Preferable Flooring Do not install carpets in entryways, laundry rooms, bathrooms, kitchens / kitchenettes, utility rooms, and all rooms of ground-connected floors. Any carpet products used must meet the Carpet and Rug Institute's Green Label or Green Label Plus certification for carpet, pad, and carpet adhesives. Any hard surface flooring products used must be either ceramic tile, unfinished hardwood floors, OR in compliance with the Scientific Certification System's FloorScore program criteria.
☐ YES ☒ NO ☐ MAYBE	4	7.3 Environmentally Preferable Flooring: Alternative Sources Use non-vinyl, non-carpet floor coverings in all rooms of building.
☒ YES ☐ NO ☐ MAYBE	M	7.4a Exhaust Fans: Bathroom <i>(New Construction and Substantial Rehab only)</i> Install Energy Star–labeled bathroom fans that exhaust to the outdoors, are connected to a light switch, and are equipped with a humidistat sensor, timer, or other control (e.g., occupancy sensor, delay off switch, ventilation controller).
☐ YES ☐ NO ☐ MAYBE	6	7.4b Exhaust Fans: Bathroom <i>(Moderate Rehab only)</i> Install Energy Star–labeled bathroom fans that exhaust to the outdoors, are connected to a light switch, and are equipped with a humidistat sensor, timer, or other control (e.g., occupancy sensor, delay off switch, ventilation controller).
☒ YES ☐ NO ☐ MAYBE	M	7.5a Exhaust Fans: Kitchen <i>(New Construction and Substantial Rehab only)</i> Install power-vented fans or range hoods that exhaust to the exterior at the appropriate cfm rate, per ASHRAE 62.2, or install a central ventilation system with rooftop fans that meet efficiency criteria.
☐ YES ☐ NO ☐ MAYBE	6	7.5b Exhaust Fans: Kitchen <i>(Moderate Rehab only)</i> Install power-vented fans or range hoods that exhaust to the exterior at the appropriate cfm rate, per ASHRAE 62.2, or install a central ventilation system with rooftop fans that meet efficiency criteria.
☒ YES ☐ NO ☐ MAYBE	M	7.6a Ventilation <i>(New Construction and Substantial Rehab only)</i> Install a ventilation system for the dwelling unit capable of providing adequate fresh air per ASHRAE requirements for the building type.
☐ YES ☐ NO ☐ MAYBE	5	7.6b Ventilation <i>(Moderate Rehab only)</i> Install a ventilation system for the dwelling unit capable of providing adequate fresh air per ASHRAE requirements for the building type.
☒ YES ☐ NO ☐ MAYBE	M	7.7 Clothes Dryer Exhaust Clothes dryers must be exhausted directly to the outdoors using rigid-type duct work.
☒ YES ☐ NO ☐ MAYBE	M	7.8 Combustion Equipment Specify power-vented or direct vent equipment when installing new space and water-heating equipment in New Construction and any Substantial and Moderate Rehab projects.
☒ YES ☐ NO ☐ MAYBE	M	7.9a Mold Prevention: Water Heaters Provide adequate drainage for water heaters that includes drains or catch pans with drains piped to the exterior of the dwelling.
☒ YES ☐ NO ☐ MAYBE	M	7.9b Mold Prevention: Surfaces In bathrooms, kitchens, and laundry rooms, use materials that have durable, cleanable surfaces.
☒ YES ☐ NO ☐ MAYBE	M	7.9c Mold Prevention: Tub and Shower Enclosures Use non–paper-faced backing materials such as cement board, fiber cement board, or equivalent in bathrooms.



M = MANDATORY
= AVAILABLE OPTIONAL POINTS

HEALTHY LIVING ENVIRONMENT (CONTINUED)

☒ YES ☐ NO ☐ MAYBE

M

7.10 Vapor Barrier Strategies *(New Construction and Rehab Projects with foundation work only)*

Install vapor barriers that meet specified criteria appropriate for the foundation type.

☒ YES ☐ NO ☐ MAYBE

M

7.11 Radon Mitigation *(New Construction and Substantial Rehab only)*

For New Construction in EPA Zone 1 and 2 areas, install passive radon-resistant features below the slab. For Substantial Rehab projects in those Zones, test for the presence of radon and mitigate if elevated levels exist.

☒ YES ☐ NO ☐ MAYBE

M

7.12 Water Drainage *(New Construction and Rehab projects replacing assemblies called out in Criterion only)*

Provide drainage of water away from windows, walls, and foundations by implementing list of techniques.

☒ YES ☐ NO ☐ MAYBE

M

7.13 Garage Isolation

Follow list of criteria for projects with garages, including: provide a continuous air barrier between the conditioned (living) space and any garage space to prevent the migration of any contaminants into the living space, and install a CO alarm inside the house in the room with a door to the garage and outside all sleeping areas.

☒ YES ☐ NO ☐ MAYBE

M

7.14 Integrated Pest Management

Seal all wall, floor, and joint penetrations with low-VOC caulking or other appropriate sealing methods to prevent pest entry.

☐ YES ☐ NO ☐ MAYBE

M

7.15 Lead-Safe Work Practices *(Substantial and Moderate Rehab only)*

For properties built before 1978, use lead-safe work practices consistent with the EPA's Renovation, Repair, and Painting Regulation and applicable HUD requirements.

☐ YES ☐ NO ☐ MAYBE

9

7.16 Smoke-Free Building

Implement and enforce a no smoking policy in all common, individual living areas, and with a 25-foot perimeter around the exterior of all residential buildings.

SUBTOTAL OPTIONAL POINTS

8: OPERATIONS + MAINTENANCE

☐ YES ☐ NO ☐ MAYBE

M

8.1 Building Maintenance Manual *(All Multifamily Projects)*

Provide a building maintenance manual that addresses maintenance schedules and other specific instructions related to the building's green features.

☒ YES ☐ NO ☐ MAYBE

M

8.2 Resident Manual

Provide a guide for homeowners and renters that explains the intent, benefits, use, and maintenance of green building features.

☒ YES ☐ NO ☐ MAYBE

M

8.3 Resident and Property Manager Orientation

Provide a comprehensive walk-through and orientation for residents and property managers using the appropriate building maintenance or resident's manual.

☐ YES ☒ NO ☐ MAYBE

12

8.4 Project Data Collection and Monitoring System

Collect and monitor project performance data on energy, water, and, if possible, healthy living environments for a minimum of five years.

SUBTOTAL OPTIONAL POINTS

TOTAL OPTIONAL POINTS



DEVELOPER

Greater Metropolitan Housing Corporation
15 South 5th St., Suite 710
Minneapolis, MN 55402
612-339-0601

GMHC is a 501c(3) nonprofit corporation.

TEAM

Carolyn Olson
President

Bill Buelow
Director of Construction

Glenda Ware
Director of Finance

Eden Spencer
Project Manager

Julia Spencer
Project Coordinator

Laney Barhaugh
Project Assistant

ARCHITECT

Cermak Rhoades Architects
275 E. 4th St, Suite 800
St. Paul, MN 55101

TEAM

Terri Cermak, AIA, LEED AP
Principal-in-Charge

Todd Rhoades, AIA, LEED AP
Principal-in-Charge

Michelle Baltus Pribyl, AIA, LEED AP
Project Manager

Larry Prinds, AIA, LEED AP
Construction Administration Project Manager

Emily Timm, Associate AIA
Graduate Architect



GREATER METROPOLITAN HOUSING CORPORATION

Carolyn E. Olson
President
612-339-8703
colson@gmhchousing.org

Ms. Olson, a long-time GMHC staff member, was appointed GMHC president in January 1992. Her background is in business administration as well as community and affordable housing development. She is responsible for the overall leadership and management of the corporation including overall visioning, planning, leadership for, and ongoing evaluation of, GMHC results in a manner that consistently achieves and advances the organization's mission to preserve, improve and increase affordable housing for low and moderate income individuals and families, as well as assist communities with housing revitalization.

In 2008, Ms. Olson was instrumental in working to create and develop the pilot program in Minneapolis for the National Community Stabilization Trust (NSP) which purchases foreclosed properties in bulk in stressed neighborhoods. The program is now a national program. In addition, the Strategic Acquisition Fund, a partnership with Minnesota Housing, Family Housing Fund and City of Minneapolis, was created and GMHC received a \$10 million loan for 8 years for the purchase and renovation of foreclosed properties in North Minneapolis. The Family Housing Fund also provided a \$1 million loan through their Home Prosperity Fund to be used for purchase and renovations. GMHC was also awarded a \$1 million grant from Minnesota Housing and \$1 million from the City of Minneapolis to cover the "gap" (losses) resulting from the redevelopment of these properties. None of this would have happened with our Ms. Olson's innovation and creativity. GMHC has built and/or renovated and sold 1589 single-family homes, affordable to low and moderate-income persons. Under Ms. Olson's leadership, 952 homes have been developed and sold since 1992.

In 1995, under Ms. Olson's leadership, GMHC created the first HousingResource Center™ to provide free services to residents in need of homeownership advice and assistance (home purchase, renovation, scopes of work, financial assistance, foreclosure prevention, etc.). Three centers provided services to residents of Minneapolis, St. Paul and participating suburban communities. To date, over 208,000 services have been provided.

In February 2008, under Ms. Olson's leadership, a new program Sustainable Home Ownership Program (SHOP Home Mortgage™) was established to provide sound and ethically priced mortgage services to underserved people and help revitalize low and moderate neighborhoods, especially those that have been affected by high foreclosures. To date, over 4,700 clients have received assistance.

The corporation has provided \$66+ million in predevelopment loans to assist in the development of 23,874 units of affordable housing at a development cost of \$1.9 billion. Ms. Olson provides the oversight of the program and provides technical assistance to those developers who require our expertise.

Ms. Olson currently serves on the board of directors of Community Health & Education Corporation, Community Housing Development Corporation, Family Housing Fund and Trinity Apartments Housing Corporation. She is also a member of a number of other housing and community development related committees. In addition, Ms. Olson was recognized as a 2010 Top Women in Finance as presented by Finance & Commerce at the November 2010 awards ceremony held in Minneapolis. In 2012, Ms. Olson was appointed co-chair of the Urban Land Institute (ULI) local Housing Advisory Committee.

Bill Buelow
3214 Emmert Street Shoreview MN 55126 (612) 685-8399

Professional Experience;

- April 2000 to Present; Greater Metropolitan Housing Corporation (GMHC)
 - The Director of Construction is the senior Construction Manager at GMHC.
 - Work with the other construction managers as may be required with construction issues and/or questions and assign various construction projects.
 - Design and implement new construction and rehab construction standards and specifications for GMHC projects, including Green, Energy Star and Healthy House standards.
 - Work closely with our clientele, usually City, County, or HRA staff to implement their housing construction needs.
 - Responsibilities with the new home construction phase of GMHC's operations, both Multi-Family and Single Family includes; site acquisition, working with different city's staff, project financial planning and estimating, building and site plan design, preparing construction drawings and specifications, oversee the bidding process, construction site manager, process project change orders, supervise the construction quality and schedule and review the construction pay applications.
 - Responsibilities with the Rehab of foreclosed properties phase of GMHC's operations include; Organizing and tracking the acquisitions. Assigning projects for rehab. Designing the projects Scope of Work, preparing construction drawings and specifications, oversee the bidding process, construction site manager, process project change orders, supervise the construction quality and schedule and review the construction pay applications.
- January 1995 to April 2000; Center for Energy and Environment (CEE)
 - Managing the local utilities residential weatherization program. Includes residential designing of the air-sealing and insulation work, hiring contractors and managing workmanship, program budgeting.
 - Construction Manager of the MSP Airport Sound Insulation Program. Includes designing sound insulation scope of work for residential housing, hiring contractors and managing workmanship, program budgeting.
- August 1991 to January 1995; Mickelson Construction Co.
 - Foreman of construction crew building new houses.
 - Includes ordering materials, scheduling work, supervising carpenters and other tradesman
- June 1980 to August 1991; Self Employed Residential Carpenter/Contractor
 - General Contractor performing all types of both rehab and new construction. Includes estimating, carpentry work, supervision and project budgeting.

Educational History;

- Inver Hills College; Small Business Management Program
- University of Minnesota; General Courses

Glenda Ware
8412 Brunswick Court
Brooklyn Park, MN 55443
(763) 424 - 9791

Professional Experience

Finance Director, Greater Metropolitan Housing Corporation, Minneapolis, MN, 1991 - Present

- Provide overall direction for all financial management, accounting and budgeting functions.
- Develop financial procedures and direct their implementation.
- Manage all financial accounting activities and systems including accounts payable, accounts receivable, payroll and related controls.
- Perform financial planning for the organization.
- Supervise accounting staff.
- Oversee annual independent audit process.
- Manage investment portfolio.

Controller, Seed Academy/Harvest Preparatory School, Minneapolis, MN, 1998 - 1991

- Managed all phases of the accounting functions
- Developed and implemented accounting systems, policies and procedures
- Developed and implemented internal controls that strengthened operations
- Prepared and analyzed budget and actual financial data
- Supervised accounting staff

Senior Auditor, Barry Rogers and Company, CPA's, Minneapolis, MN, 1992 – 1998

- Planned and performed financial audits of basic financial statements, compliance audit of federal award programs, and HUD audits
- Prepared audited financial statements and audit reports
- Attended Board of Directors meetings and presented audited financial statements and audit reports
- Communicated significant deficiencies in internal controls to Management and Board of Directors
- Made recommendations and assisted organizations with implementing financial software that improved Management's ability to generate timely and accurate financial reports
- Performed compilations and reviews of basic financial statements
- Supervised audit assistants
- Annually, acquired a minimum of 40 hours of continuing professional education, which enhanced my knowledge and professional experience in accounting, accounting management and auditing

Accountant, ITT Consumer Financial Corporation, Minneapolis, MN, 1984 – 1990

- Assisted senior accountant with coordinating the monthly consolidated accounting close process
- Reconciled monthly general ledger account balances and posted journal entries
- Prepared financial statements and audited schedules for external auditors

Staff Accountant, Volunteers of America, Minneapolis, MN, 1981 – 1984

- Served as a staff accountant assisting the Director of Finance with responsibilities for Reconciling bank accounts, processing accounts payable and payroll.

Education

Bachelor of Science, accounting major, Southern University, 1981

Eden Spencer

3437 20th Ave S, Minneapolis, MN 55407
651-324-1388 ◊ edenspencer@gmail.com

SUMMARY OF QUALIFICATIONS

Skilled project manager with ten years real estate, housing, and community development experience. Strategic thinker and problem solver with excellent verbal and written communication skills.

PROFESSIONAL EXPERIENCE

Greater Metropolitan Housing Corporation

Project Manager/ Coordinator

2009 - Present

- Manage the Single Family Program; overseeing the development of approximately thirty single family units per year with an average total development cost of \$225,000 per unit.
- Serve in the role of Assistant Secretary, attending closings and signing closing documents as an authorized representative of GMHC.
- Prepare funding requests and requests for proposals to public funding agencies.
- Identify, inspect, and evaluate properties for acquisition by estimating rehab costs, researching resale value, and developing project budgets and proformas.
- Negotiate all property acquisitions and dispositions; coordinate property closings in conjunction with Realtors, Lenders, Title Companies, and public agencies.
- Develop, manage and sustain working relationships with neighborhoods, cities, counties, and others to continue to expand the GMHC Single Family Program.
- Standardize systems, forms, and processes to ensure compliance with program funders and regulatory agencies.
- Oversee the Single Family Team of two staff members, prioritizing projects and delegating responsibilities.
- Assist the President in creating the Single Family Program budget and forecasting future development opportunities.

City of Minneapolis, Department of Community Planning & Economic Development

Program, Research and GIS Consultant

2008 – 2009

- Conducted research and analysis to develop new city programs such as the Minneapolis Advantage Program, which provides homeownership down payment assistance.
- Created GIS maps, graphs and charts for Housing Division projects such as the Minnesota Foreclosure Partners Council and the Northside Home Fund by working collaboratively with different City divisions, departments and external organizations.
- Trained new housing division staff in organizational systems, file management, and programs.
- Partnered with other divisions to create business protocols regarding GIS and data management.

Executive Assistant to the Director of Housing Policy & Development

2005 – 2008

- Provided executive-level administrative support including management of board reports and confidential personnel files, customer relations, calendar and file management, budget preparation, travel coordination, correspondence and large event organization.
- Assisted the Director of Housing in communication, implementation, and promotion of housing division programs, as directed by the Mayor and City Council.
- Created systems to organize housing director files, projects, and meetings.
- Supervised and trained interns on research methods and housing programs.
- Became a resource within the department, improving communication, providing technical assistance, and determining and developing business protocols and procedures.

Dakota County Community Development Agency
Community Revitalization Intern

Eagan, MN
June 2008 – Sept. 2008

- Audited closed foreclosure prevention counseling files to assure all HUD mandated documents were present.
- Surveyed Dakota County municipalities regarding the impact of foreclosed properties and vacant homes.
- Researched foreclosure legislation as well as purchase, rehabilitation and resale options for foreclosed properties.
- Prepared reports and memorandums.

Coldwell Banker Burnet
Realtor & Real Estate Assistant

St. Paul, MN
2003 to 2005

- Managed all aspects of real estate transactions creating efficient communication between clients, Realtors, loan officers and title services resulting in smooth, timely closings and satisfied clients.
- Scheduled and performed follow up for all client meetings, directed all marketing activities, and conducted property and rental showings in a thoughtful and professional manner.
- Successfully negotiated multiple home purchases resulting in a lower purchase price for all of my clients.
- Increased clients' knowledge of financing by effectively explaining the loan process, coordinating meetings with loan personnel and providing considerable contact throughout the entire transaction.
- Analyzed, identified problems, and reduced communication breakdowns between vendors and clients, which resulted in a higher number of transactions successfully closing as scheduled.

Ashland Apartments
Property Manager

St. Paul, MN
2004 to 2005

- Spearheaded a project to research trends in local rental rates and market fluctuations over the past 5 years in order to develop a system of accountability for rent increases at Ashland Apartments.
- Improved apartment building occupancy by 25% through aggressive marketing and effective follow-up at a time when there was a high rental vacancy rate.

EDUCATION & PROFESSIONAL TRAINING

Humphrey Institute of Public Affairs, University of Minnesota, Twin Cities

Master of Urban and Regional Planning

May 2009

Concentration: Housing & Community Development

Relevant Experience: Research Assistant on Affordable Housing, Regional Policy and Planning Program; Research Assistant for Bottineau Neighborhood Area Plan, Center for Urban and Regional Affairs; Teaching Assistant for Strategic Planning and Organizational Management

Kaplan Professional School, St. Paul, MN

Real Estate Licensure

March 2003

Macalester College, St. Paul, MN

Bachelor of Arts, Urban Studies and Geography

May 2001

ATTACHMENT B.1
DEVELOPMENT TEAM RESUMES

Julia Phyllis Spencer

1832 Montreal Avenue, Saint Paul, MN 55116
651.528.8341 (home) • 651.338.4364 (cell) • juliapspencer@gmail.com

EDUCATION

Minnesota State University, Mankato, Mankato, MN Master of Arts 2007
Urban Planning

Macalester College, Saint Paul, MN Bachelor of Arts 2004
Majors: Geography, Urban Studies *Core Concentration:* Economics

PROFESSIONAL WORK EXPERIENCE

Greater Metropolitan Housing Corporation (GMHC), Minneapolis, MN **June 2011 – Present**

Project Coordinator *December 2012 – Present*

- Perform several and varied property acquisition and disposition responsibilities including, but not necessarily limited to, preparing property marketing materials; processing exclusive right-to-sell listing agreements; processing purchase agreements; preparing GMHC homebuyer documents for closings; and completing post-closing processes.
- Maintain development process spreadsheet documentation to ensure an accurate, complete record of all procedure requirements related to dispositions and homebuyer qualifications.
- Responsible for preparing and distributing monthly, quarterly, and yearly reports tracking property activity from acquisition through disposition as scheduled or requested by GMHC staff and required external agencies.
- Serves in the role of Assistant Secretary, attending closings and signing closing documents as an authorized representative of GMHC.
- Prepares grant applications and request for proposals to secure development gap funding.
- Assist Project Manager with identifying potential properties for acquisition.
- Confirm homebuyer qualifications as required by City and County programs by verifying and calculating income, collecting required course certificates, and lender documents as required by program guidelines.

Project Assistant *November 2011- December 2012*

- Set up individual property files for property acquisitions by gathering property information and maintained file documentation as required by internal and external audit controls.
- Maintained development process spreadsheet documentation to ensure an accurate, complete record of all procedure requirements related to acquisitions.
- Processed listing agreements and purchase agreements as prepared by authorized, licensed real estate agents as requested.
- Performed homebuyer qualifications as required by City and County programs by verifying and calculating income, collecting required course certificates, and lender documents as required by program guidelines.
- Assisted the Project Coordinator as needed to ensure compliance from property acquisition to resale.

Intern *June 2011-November 2011*

- Researched and gathered property information including taxes, structure and lot sizes, Truth in Sale of Housing, and previous sales data; prepared SHPOs and environmental reviews for properties.
- Assisted with the submission grant applications and other tasks as requested by the Project Coordinator.

GREATER MSP Regional Economic Development Partnership, St. Paul, MN **October 2011- June 2012**

Investment Campaign Associate

- Assisted the Campaign Director and Investment Relations Director in all aspects of the \$4.5 million investment campaign for this newly formed nonprofit.
- Supported the Campaign Director by managing his schedule, scheduling meetings with prospective investors, identifying and researching potential investors, preparing materials for presentations and communications.
- Assisted the Investment Relations Director with managing invoices, correspondence, and compliance of all payments received during the investment campaign; scheduling and preparations for Executive Briefings; creating and distributing campaign materials; and preparing for Board Meetings.

Julia Phyllis Spencer

1832 Montreal Avenue, Saint Paul, MN 55116

651.528.8341 (home) • 651.338.4364 (cell) • juliapspencer@gmail.com

University of Minnesota, Minneapolis, MN**April 2010 – March 2011***Executive Office & Administrative Assistant**September 2010 – March 2011*

- Served as the first point of contact for daily operations by responding and investigating inquiries. Managed calendars for the Associate Dean for Undergraduate Programs, Assistant Dean of Curriculum, and Assistant Director.
- Maintained office supplies, assisted with photocopies, faxes, and scanning.
- Produced documents including accurate editing/proofreading, formatting applications, flyers, correspondence, and graphic materials; created, formatted, and managed databases.
- Prepared/processed purchasing card program expenditures, expense reimbursement requests and justifications, staff travel reimbursements, and reconciled invoices.

*Office Support Assistant – Center for Neurobehavioral Development**April 2010 – September 2010*

- Front desk reception: answered phones and e-mails, assisted researchers and visitors with questions, scheduled and set up meetings.
- Inventoried supplies and ordered as needed or requested.
- Provided event assistance: setup and cleanup, advertising and communicating with attendees and presenters, assisted in organizing speaker itineraries.
- General office duties: typing, filing, copying, faxing, mail distribution, inventory control, and monitoring the main email.

Carnegie Mellon University, Pittsburgh, PA**October 2007- July 2009***Program Assistant - Fellowships and Scholarships Office**October 2007 – July 2009*

- Advised students preparing for national and international merit awards.
- Implemented a new system for students to help streamline the application process.
- Served on, compiled information for, and coordinated multiple scholarship committees.
- Planned and conducted on-campus recruitment sessions to promote various prestigious scholarships..
- Coordinated and served as primary contact for students and presenters of the Odyssey Program, a three-day institute for sophomores to develop writing, research and decision-making skills.

City of Mankato, Mankato, MN**March 2006 - June 2007***Assistant Planner (Previously Community Development Intern from March 2006-November 2006)*

- Conducted research and prepared staff reports for planning and zoning requests including: subdivision reviews, conditional use permits, rezoning requests, ordinance changes and additions, and variances; presented the report results to the Planning Commission at a public hearing and fielded questions from commissioners, developers, and citizens.
- Reviewed and approved site plans, building plans, and sign permits for zoning compliance.
- Responded to public inquiries regarding land use and zoning matters, and enforced City ordinances.
- Undertook planning studies.
- Administered portions of the Small Cities Development Program (SCDP) for the Economic Development Specialist including tracking spending; submitting reports; completing historic preservation release forms, environmental assessments; composing documents required by the Minnesota Department of Employment and Economic Development.

Facet Technology, Eden Prairie, MN**May 2004 - November 2005***Geographic Information Systems (GIS) Technician*

- Executed and delivered GIS projects with firm deadlines.
- Updated Census TIGER/Line shapefiles as part of the MAF/TIGER Accuracy Improvement Project.

Laney Barhaugh

355 Bates Aves, Saint Paul, MN 55106
651.587.2336 (cell) laney.barhaugh@gmail.com

Applicable Skills

- Research, analysis, and graphic presentation of data.
- Grant writing.
- Excellent writing and speaking skills.
- Experience organizing events and managing people.
- Proficient with Microsoft Word, Excel, and Powerpoint on Macintosh and PC, as well as ArcView GIS software and SPSS statistical software.
- Proficient in Spanish.

Education

Hubert H. Humphrey Institute of Public Affairs, University of Minnesota, Minneapolis, Minnesota.

Masters of Urban and Regional Planning, Spring 2011.

Concentration: Housing & Community Development

GPA: 3.4

Macalester College, Saint Paul, Minnesota.

Baccalaureate of Arts in Environmental Studies, May 2008.

Minor: Sociology

GPA: 3.4

Relevant Graduate Coursework

Empirical Analysis (Statistics)

Housing Policy

Neighborhood Revitalization

Urban Spatial and Social Dynamics

Relevant Experience

Greater Metropolitan Housing Corporation

Project Assistant, March 2013-present

- Implement document processing procedures for property acquisition, including purchase and listing agreements
- Update and maintain online database, including an assessment of our current service
- Contribute to grant applications – both narrative and mapping
- Manages property maintenance and utilities for all properties currently owned

Pablo Jones Event Services

Assistant, January 2013-present

- Use Hootsuite to schedule social media posts to Facebook and Twitter.
- Source vendors and request bids for a 300-person event, including photography, videography, catering and seating.
- Manage projects using Highrise and Basecamp.

Collectively Blue, Minneapolis, Minnesota

Senior Event Coordinator, October 2008-present

- Organize over 30 events over the course of three years as the leader of a small team.
- Manage small task forces to ensure timely updates to all written promotional materials (e.g. website, facebook event, email list)
- Keep detailed financial records of each event, created an organized system so that relevant members of the team can access information.

Latino Economic Development Center, Minneapolis, Minnesota

Special Projects Research and Support Coordinator, June 2011 through June 2012

- Assisted in writing six grants to both local foundations and the USDA, which included successful proposals to both Nexus Community Partners and the St. Paul Foundation.
- Researched the feasibility of several types of cooperatives all relating to a local food system.
- Helped create a new client database in MS Access.
- Produced ten maps illustrating the intersection of Latino and low-income populations in the Twin Cities using ACS and Census 2010 data.

Intern, September 2010 through May 2011

- Assisted in writing three grants and award applications for immigrant integration and business development efforts.
- Compiled data report and maps on Latinos in specific neighborhoods using ACS 2005-2009 data.

Chicano Latino Affairs Council, Saint Paul, Minnesota

Community & Research Fellow, February 2010 through May 2010

- Researched the development of cultural corridors as economic stimuli.
- Created a contact database in MS Excel.
- Produced report on the economic status of Latinos in Minnesota using indicators such as median income, poverty status, education level, and income level using ACS 2009 data.

Other Experience

Dayton's Bluff Community Council

Volunteer, November 2012 to present

- Helped organize community meetings for the Latino Community.
- Attended a three-day Restorative Justice Facilitator training.
- Currently serving as a Dayton's Bluff representative on the Capital Improvement Budget Task Force for the City of St. Paul.

Engaging the Public in Policy and Planning

Graduate Capstone Course, September 2010 to June 2011

- Worked in Cedar Riverside Neighborhood on the Riverside Plaza apartment complex, partnering with the City of Minneapolis Planning and Economic Development office as well as the West Bank Community Coalition.

References

Ryan Allen, Graduate Academic Advisor
Associate Professor, Humphrey School, University of Minnesota
allen650@umn.edu
612.625.5670

John Flory, Supervisor
Special Projects Director, LEDC
john@ledc-mn.org
651.395.4041

Shawn Lavelle, Supervisor
Owner, Collectively Blue
shawn.m.lavelle@gmail.com
507.261.2433

Links

[2011 Riverside Plaza Renovation Project MoU](#)
[Mock RFP for City of St. Louis Park](#)



FIRM EXPERIENCE

Cermak Rhoades Architects specializes in providing architectural services for non-profit organizations developing high quality affordable housing. The following New Construction Project List summarizes our past experience.

What we have to offer

- Experience
In our 20 year firm history, we have worked on over 30 new construction supportive and affordable housing developments for non-profit organizations. In addition, we've had the tremendous opportunity to observe, investigate and renovate over 4,000 dwelling units around the state. What we learn from speaking with residents, property managers, owners and service providers and analyzing all of the different unit and building types continues to influence our approach to design and product selection.
- Long History of Successful Teamwork with Clients
The great majority of our work is with clients we have served for many years on multiple projects. We hope that this reflects our commitment to build lasting relationships and deliver good work.
- Acute Sensitivity to Cost and Quality Issues
With such deep experience in affordable housing, we are well prepared to work with you in finding the right cost/quality balance for this project.
- Commitment to Reduce Environmental Impact
We have a holistic approach to sustainable building and site design which incorporates technology and common sense. Our LEED-Accredited team can find the right combination of features to make this project environmentally responsible.
- Award-Winning, Principle-Based Design for Healthy Living
Please take a look at the attached examples of our affordable multi-family housing work that are similar in scope to your project: Alliance Apartments Expansion, Sienna Green II, and Clear Spring Road Residences. Each has a distinctly different design character reflecting its context, program and owner's design goals. Our capable design team will help you find a unique expression for the Dale Street Fire Station Redevelopment project.

What makes us different

- Housing Specialists
Our firm is a group of passionate housing specialists. High quality, award winning, affordable housing is what we have built our practice on since day one. We live and breathe and dream it.
- History
The eight people in our firm have a combined 103 years of experience with housing design. Our Dale Street Fire Station Redevelopment project team members - Terri, Todd, Michelle, Larry and Emily - have worked together for many years.
- Woman-Owned Small Business
Our company is a certified woman-owned small business.

We urge you to look over our website at www.cermakrhoades.com to see a wide range of interesting and meaningful issues that we have encountered and studied over the past several years. It may give you a better sense of the "soul" of our company as well as our particularly strong ability to perform the services required by this project.



CERMAK RHOADES ARCHITECTS

LIST OF NEW CONSTRUCTION PROJECTS

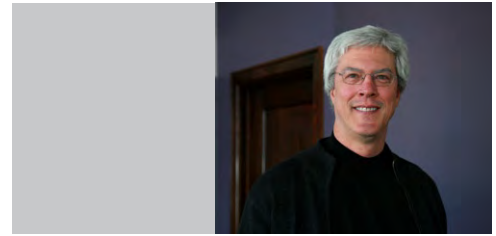
Name	Location	Units	MHFA /LITCFunded	Other Public Funding	Green Communities	Affordable	Supportive	Senior
Rochester Senior Apartments	Rochester	42						
Emanuel Housing	Minneapolis	101						
Sienna Green II	Roseville	50						
Cedar Riverside Townhomes	Minneapolis	4						
Higher Ground	Minneapolis	85						
Old Third Avenue Townhomes	Minneapolis	8						
Nicollet Square	Minneapolis	42						
Riverview Apartments	Minneapolis	36						
Clare Midtown	Minneapolis	45						
Gateway Lofts	Minneapolis	46						
Alliance Apartments	Minneapolis	61						
Clear Spring Road Residences	Minnetonka	12						
Robbins Way Apartments	Robbinsdale	36						
Haralson Apartments	Apple Valley	36						
Belle Haven Townhomes	Princeton	17						
Home Free Residences	Stillwater	6						
Crane Ordway Apartments	St. Paul	70						
Hiawatha Commons	Minneapolis	80						
Bridge Center for Youth	Minneapolis	18						
Osseo Townhomes	Osseo	16						
St. Barnabas Apartments	Minneapolis	52						
Crestview Apartments	St. Paul	10						
Lindquist Apartments	Minneapolis	26						
Central Avenue Apartments	Minneapolis	61						
Clare Apartments	Minneapolis	32						
Jackson Street Village	St. Paul	25						
Emma's Place	Maplewood	13						
Seventh Landing	St. Paul	13						
Portland Village	Minneapolis	26						
MLK Duplexes	St. Paul	6						
Westwind III Townhomes	Willmar	28						
TOTAL		1103	21	9	17	31	20	3



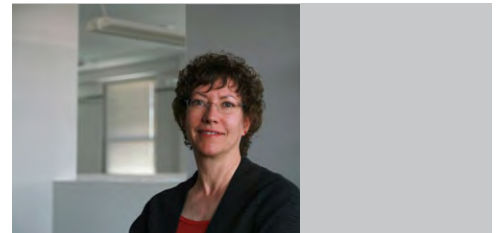
CERMAK RHOADES ARCHITECTS

KEY PERSONNEL

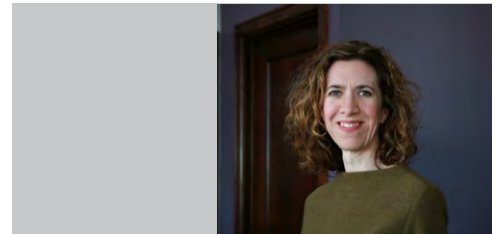
Todd Rhoades, AIA, LEED AP – Principal-in-Charge of new construction projects; responsible for project oversight, quality control, setting and maintaining design direction, and leading team work sessions.



Terri Cermak, AIA, LEED AP – Principal-in-Charge of rehabilitation projects; conducts design reviews to incorporate lessons learned from past projects and research.



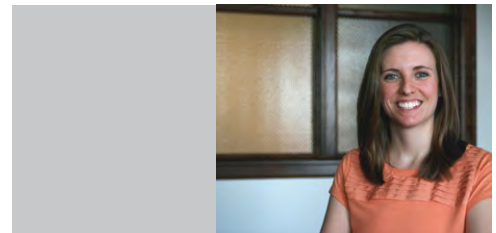
Michelle Baltus Pribyl, AIA, LEED AP – Project Manager; responsible for project development through all phases, contract management, and team coordination. Michelle would be the **point person for team communication** and project development.



Larry Prinds, AIA, LEED AP – Construction Administration Project Manager; responsible for quality control and project management during construction phase. Works closely with design Project Manager to ensure continuity through all phases.



Emily Timm, Associate AIA, – Graduate Architect, responsible for design and construction document development, working with design and construction Project Managers through all phases.





CERMAK RHOADES ARCHITECTS

KEY PERSONNEL - PROPOSED SUBCONTRACTORS

We would provide full architectural services in-house. Following are the consultants who would work with us through the project. We have worked with each of these consultants successfully on multiple projects, ensuring a cohesive team.

Structural Engineering

Mattson Macdonald Young
David H. Macdonald
901 North 3rd Street, Suite 100
Minneapolis, Minnesota 55401



Mechanical & Electrical Engineering

Emanuelson-Podas
Scott Vander Heiden
10401 Bren Road East
Minnetonka, Minnesota 55343



Civil Engineering

Pierce, Pini and Associates
Rhonda Pierce
9298 Central Ave., Suite 202
Blaine, Minnesota 55434



Landscape Design

Spencer Jones Landscape Architect
Spencer Jones
809 Ivanhoe Drive
Northfield, Minnesota 55057



Accessibility Consultant

JQP, Inc.
Julee Quarve-Peterson
6450 York Ave. S. #215
Edina, MN 55435

Fire and Code Consultant

Summit Consulting
Ryan Bierwerth
575 Minnehaha Ave. W.
St. Paul, MN 55103





275 East Fourth Street, Suite 800, St. Paul, MN 55101
p 651.225.8623 f 651.225.8720
www.cermakrhoades.com

CERMAK RHOADES ARCHITECTS

Todd J. Rhoades

PROFESSIONAL QUALIFICATIONS

Registered Architect since 1986, in Minnesota since 1990
Member of the American Institute of Architects
LEED Accredited Professional
Board member at Great River Greening

EDUCATION

Cranbrook Academy of Art Bloomfield Hills, MI 1987
Master of Architecture
Arts Foundation of Michigan Scholarship

Kansas State University Manhattan, KS 1980
Bachelor of Architecture
Study abroad in Denmark

EXPERIENCE

Cermak Rhoades Architects St. Paul, MN
Vice President and Design Coordinator since co-founding in May 1993
Principal-in-Charge of all new construction projects, totaling over 1100 dwelling units
Neighborhood planning throughout Minnesota with the Greater Minnesota Housing Fund
Guest Speaker at numerous housing/smart growth conferences nationwide
Publications: Building Better Neighborhoods - Creating Affordable Homes and Livable Communities; Architecture Minnesota- "Initiatives in Affordable Housing" May-June 2002

College of Design, University of Minnesota Minneapolis, MN
Adjunct Associate Professor 1987 to present
GDII Studio Instructor, Graduate and Undergraduate Thesis Coordinator
Summer Honors College for High School Students, Architectural Design Instructor
Summer 1992 to 1995
"Public Art on Campus" Committee 1993 to present

PREVIOUS WORK EXPERIENCE

Design Center for American Urban Landscape University of Minnesota
Project Architect and Design Consultant April 1993 to December 1999

1980 to 1993

Worked in architectural firms in Missouri, Michigan and Minnesota on a wide variety of residential, commercial and institutional projects



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CERMAK RHOADES ARCHITECTS

Therese G. Cermak

PROFESSIONAL QUALIFICATIONS

Registered Architect since 1983, in Minnesota since 1987, in Wisconsin since 2007
NCARB Certificate holder
Member of the American Institute of Architects
LEED Accredited Professional

EDUCATION

Kansas State University Manhattan, KS 1980
Bachelor of Architecture five-year degree
Dean's honor roll

EXPERIENCE

Cermak Rhoades Architects St. Paul, MN
President, since co-founding in May 1993
Principal-in-Charge of renovation projects totaling over 4000 dwelling units,
including:
Affordable Homes for All
Rolling Hills
202 Refinance
Fraser Hopkins
Skyline Tower
Principal-in-Charge of research projects investigating cost and quality of
building materials, including Family Housing Fund's Stabilization of
Supportive Housing initiative and CRA's window evaluation
Principal-in-Charge of business and financial management
Presenter at Supportive and Affordable Housing conferences
Member of MHFA Technical Advisory Group
Member of Leadership St. Paul Class of 1998

PREVIOUS WORK EXPERIENCE

DJR Architects Minneapolis, MN, 1987 to 1993
Project Architect
Designer and Project Manager on new construction and renovation projects
totaling over 300 dwelling units

1980 to 1987
Worked full time in architectural firms in Michigan and Missouri on a wide variety
of residential, commercial and institutional projects



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www.cermakrhoades.com

CERMAK RHOADES ARCHITECTS

Michelle M. Baltus Pribyl

PROFESSIONAL QUALIFICATIONS

Registered Architect in Minnesota

Member of the American Institute of Architects

LEED Accredited Professional

EDUCATION

University of Minnesota Minneapolis, MN 1995

Bachelor of Architecture with High Distinction

Henry Adams medal recipient

Thesis Award

AIAS Fourth Year Design Award

EXPERIENCE

Cermak Rhoades Architects St. Paul, MN

Associate, Senior Project Manager January 1995 to July 1996; March 1997 to Present

Project Manager and Project Architect on numerous new construction and renovation projects, including:

St. Paul Youth Housing

Sienna Green II

Gateway Lofts

Alliance Apartments Expansion

Nicollet Square

Clare Midtown

Robbins Way Senior Apartments

Bridge Center for Youth

Hiawatha Commons

Clare Apartments

Belle Haven Townhomes

Jackson Street Village

Emma's Place

Publication: Building Better Neighborhoods - Creating Affordable Homes and Livable Communities

Presenter at Supportive and Affordable Housing conferences

PREVIOUS WORK EXPERIENCE

Dovolis Johnson & Ruggieri Inc. Minneapolis, MN

Intern Architect July 1996 to March 1997

Multi-family and single-family housing, new construction and renovations

Design Center for American Urban Landscape University of Minnesota

Research Assistant June 1994 to December 1994

Mississippi Flood Study

Public Housing Research for the Hollman Settlement



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www.cermakrhoades.com

CERMAK RHOADES ARCHITECTS

Larry A. Prinds

PROFESSIONAL QUALIFICATIONS

Registered Architect since 1992 in Vermont and 1995 in Minnesota

Member of the American Institute of Architects

Certified Construction Documents Technologist (CDT) and Construction

Specification Writer (CCS) by CSI

LEED Accredited Professional

EDUCATION

University of Kansas Lawrence, KS 1981

Bachelor of Environmental Design

EXPERIENCE

Cermak Rhoades Architects St. Paul, MN

Senior Project Architect May 2000 to Present

Project Manager on numerous renovation projects, including:

Fraser Hopkins

202 Refinance

St. Barnabas Apartments

Central Avenue Apartments

Construction Administration Architect on numerous new construction projects, including:

Gateway Lofts

Riverview Senior Apartments

Alliance Apartments Expansion

Robbins Way Senior Apartments

Lindquist Apartments

Bridge for Runaway Youth

PREVIOUS WORK EXPERIENCE

Miller Hanson Partners Minneapolis, MN

Associate/Project Architect May 1998 to May 2000

Participated in large multi-family, mixed use and senior housing projects.

Responsible for client contact, preliminary design, design development, construction documents, construction administration, budgets.

From 1981 to 1998

Worked full time in architectural firms in California, Massachusetts, Vermont and Minnesota on a wide variety of residential, commercial and retail design projects.

INTERESTS / ACTIVITIES

Past Chair of Marcy/Holmes Neighborhood Assoc. Steering committee for MHNA
Neighborhood Revitalization Program, (NRP)

Board member of First Southeast Corporation, a neighborhood development corporation.

Member of AIA Committee on the Environment (COTE)



Emily Timm

PROFESSIONAL QUALIFICATIONS

In process of completing exams for Architectural Registration in Minnesota
Associate Member of the American Institute of Architects
LEED Accredited Professional

EDUCATION

University of Minnesota; Minneapolis, MN 2008
Master of Architecture

University of Minnesota; Minneapolis, MN 2005
Bachelor of Arts, Architecture, summa cum laude
Minor in English Literature

EXPERIENCE

Cermak Rhoades Architects St. Paul, MN
Architectural Graduate and Designer September 2009 to Present
Team member from preliminary design through construction administration
on numerous new construction and renovation projects, including:
Rochester Senior Apartments
Sienna Green II
Gateway Lofts
Riverview Senior Apartments
Clare Midtown
Alliance Apartment Expansion
Chancellor Manor
Fraser Hopkins
Glenbrook Apartments
St. Paul HRA NSP homes

PREVIOUS WORK EXPERIENCE

Rice Fergus Miller; Minneapolis, MN
Designer June 2008 to June 2009

College of Design, University of Minnesota; Minneapolis, MN
Teaching Assistant, Architecture; three academic years

Luken Architecture; Minneapolis, MN
Architectural Intern June 2006 to August 2006 and June 2007 to August 2007

Yaggy Colby and Associates; Rochester, MN
Architectural Intern June 2004 to August 2004 and June 2005 to August 2005



David has over 30 years of experience in structural engineering which includes all phases and types of structural building systems. He has served as project engineer for several projects that have won awards for unique and innovative design, such as the restoration of the Nicollet Island Pavilion that received a CUE award from the City of Minneapolis, the St. Croix Lutheran High School Chapel which was recognized by AIA Minnesota with an honor award, the adaptive reuse and addition to the Humboldt Mill in Minneapolis which won an AIA/MN honor award and a Minneapolis Heritage Preservation award, the restoration of the Swedish Institute Solarium which was recognized with an AIA/MN Heritage Preservation award.

In December of 2008 David was very grateful to be honored by AIA/MN with a special award for "Outstanding skill and creative solutions for the architectural profession as a structural engineer." David is a principal partner and co-founder of Mattson Macdonald Young, Inc. Structural Engineers.

Education

Bachelor of Civil Engineering with distinction,
University of Minnesota, 1976

Registration and Memberships

Licensed Professional Engineer:
Minnesota #14751
Wisconsin #23949

Council of Engineering Companies/Minnesota (ACEC/M)
Past member of the Board of Directors
Numerous Committees

Coalition of American Structural Engineers (CASE)
Past President, Minnesota Chapter
Member, Education Committee

David H. Macdonald, P.E.

Activities

David is the structural team advisor for the "Solar Decathlon Competition" at the University of Minnesota, assisting the student team in the development and design of an energy independent demonstration home for a national competition sponsored by the Department of Energy. David will ultimately be the Structural Engineer of Record for this design which will be constructed and exhibited on the National Mall in the fall of 2009.

David is a frequent guest lecturer for a class at the University of Minnesota School of Architecture on the subject of "The Historic Aspects of Structural Engineering". Providing insight into the evolution of theory, practice and material use and how this information may affect the renovation or restoration of historically significant structures.

David is an adjunct professor at the University of Minnesota within the Bachelor of Applied Science Construction Management program. He teaches a class for construction management and architecture students concerning the fundamentals of structural engineering and the common materials used in the building frame construction.

David has served as a member of the "Minnesota State Building Conservation Code" Rules 1311 Committee, an advisory committee for the Minnesota Department of Administration, Building Codes and Standards Division. The purpose of the committee is to review the present "Existing Buildings Code" and to suggest and consider proposed rule changes.

In 2004 David and his wife Ellen adopted two girls, Ilona and Kristina, sisters, aged 14 and 16 from Russia. They have been enjoying and at times been terrified of their new family life with teenaged girls, both of which are rapidly approaching dating and driving age.

Scott A. Vander Heiden, P.E., LEED A.P.

Managing partner, mechanical engineer

Scott has been involved with designing HVAC, plumbing, piping, fire protection and building automation systems as well as project management and construction administration for 14 years. His project experience has included a wide variety of building types including schools, correctional facilities, churches, financial institutions, municipal and public safety facilities and other commercial buildings. Scott has a special emphasis in studying and applying the latest sustainable design practices and has been involved with multiple LEED projects. Scott has experience with geothermal heat pumps, solar hot water generation, green roofs, heat recovery, gray water reclaim systems, and energy modeling.

Education

South Dakota State University Brookings, South Dakota	Bachelor of Science in Mechanical Engineering	1996
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Registrations

Professional Engineer; Licensed in Minnesota and South Dakota
Accredited Professional - Leadership in Energy and Environmental Design LEED™ 2.2

Professional Affiliations

American Society of Heating Refrigerating and Air Conditioning Engineers (ASHRAE) Member
National Fire Protection Association (NPFA) Member

Work Record

Emanuelson-Podas, Inc. Minnetonka, Minnesota	Managing Partner Mechanical Engineer	June 2000 to Present
DLR Group Eden Prairie, MN	Mechanical Engineer, Associate	May 1996 to July 2000

Relevant Project Experience

- Clare Midtown Affordable Housing – Minneapolis, MN (MHFA)
- Gateway Apartments Affordable Housing – Minneapolis, MN (MHFA)
- Century Trails Senior Housing – Maplewood, MN (HUD), LEED for HOMES
- Higher Ground/J. Jerome Boxleitner Place – Minneapolis, MN
- St Therese Senior Housing – Minnetonka, MN (HUD)
- Hutchinson Skilled Nursing Facility – Hutchinson, MN (HUD)
- 300 West Student Housing – St Cloud, MN

Relevant Sustainable Design Experience

- LEED accredited professional with 5 LEED projects certified.
- Solar thermal hot water system design.
- Energy modeling.

PIERCE PINI & ASSOCIATES, INC.
CONSULTING CIVIL ENGINEERS

RHONDA S. PIERCE, P.E. – Project Manager/Civil Engineer

EDUCATION

University of Minnesota Institute of Technology, Bachelor of Science, Civil Engineering 1993

PROFESSIONAL REGISTRATION

Minnesota (Registration #41333)	Wisconsin (Registration #E-36734-006)
Iowa (Registration #18087)	Certified Erosion/Sediment Control Specialist
Connecticut (Registration #25936)	American Society of Civil Engineers (Registration #480804)

PROFESSIONAL EXPERIENCE

Ms. Pierce is a Principal and Civil Engineer with Pierce Pini & Associates, Inc. Ms. Pierce brings over 17 years of experience in the civil engineering field. As a registered professional engineer she is responsible for all aspects of civil engineering design for grading and drainage, utilities and storm water management, roadway and pavement design, preparation of studies, master plans, construction documents, specifications and cost estimates related to commercial, educational, governmental, institutional, industrial and private sites. She is also responsible for the management of project goals and direction and business initiatives.

REPRESENTATIVE HOUSING PROJECTS

Old Third Townhomes	Minneapolis, MN
54 th + Riverview Housing	Minneapolis, MN
Covenant Housing ADA Ramp	Golden Valley, MN
MPHA Lyndale Manor Courtyard Renovation	Minneapolis, MN
MPHA Pentagon Apartments Garage Addition	Minneapolis, MN
Gateway Lofts	Minneapolis, MN
East Side Commons – York Avenue + Bradley Terrace	St. Paul, MN
MPHA Hiawatha Apartments Garage Addition	Minneapolis, MN
J. Jerome Boxleitner Place	Minneapolis, MN
Clare Midtown	Minneapolis, MN
Alliance Apartments	Minneapolis, MN
Delancy Selby Stone	St. Paul, MN
Chancellor Manor Drainage Issues	Burnsville, MN
Hope Communities Drainage Issues	Minneapolis, MN
Bloomington Townhomes	Bloomington, MN
Common Bond Red Wing Campus Site Improvements	Red Wing, MN
Robbins Way Senior Housing	Robbinsdale, MN
MPHA Cedars Apartments Site Improvements	Minneapolis, MN
Westucket Rain Gardens for 3 Lot Subdivision	Roseville, MN
Plymouth 3700 Nicollet	Minneapolis, MN
The Wellstone	Minneapolis, MN
The Portland	Minneapolis, MN
Belle Haven	Princeton, MN
Haralson Apartments	Apple Valley, MN
Crane Ordway Building	St. Paul, MN
St. Barnabas Housing	Minneapolis, MN
Hiawatha Commons	Minneapolis, MN

RESUME

SPENCER JONES

LANDSCAPE ARCHITECT LLC

809 Ivanhoe Drive Northfield, MN

5 5 0 5 7
Telephone 507 645 4188

FIRM:

President:

Spencer Lynn Jones, asla

History:

Established 1994.

Education:

Harvard University, 1969-1970 (attended Landscape Architecture Masters program)

University of Minnesota, 1964-1969(B.A. in Landscape Architecture)

Professional Credentials:

Landscape Architectural Registration, Minnesota since 1981

American Society of Landscape Architects

Minnesota branch of American Society of Landscape Architects

Landscape Institute (Great Britain 1976 to 81)

Housing development projects:

Chancellor Manor, Burnsville, MN.

Owner: Community Housing Development Corporation

Architects: Cermak-Rhoades Architects.

The project type: Redevelopment of an older HUD Housing Complex which, we assisted in site design of pedestrian circulation, landscape plantings, and drainage/grading improvements. Provided contract documents and observation.

RobbinsWay, Robbinsdale, MN.

Owner: Common Bond Communities

Architects: Cermak-Rhoades Architects.

The project type: An apartment building which this office assisted in site design of vehicular/pedestrian circulation, landscape plantings, and grading improvements. Provided contract documents and observation.

LEED projects:

Cassat and Memorial Halls, Carleton College, Northfield, MN.

Owner: Carleton College

Architects: LHB Architects.

The project type: New Residence Halls on campus which received LEED gold. The project type: This office provided site design of vehicular/pedestrian circulation, landscape plantings, and grading improvements. Provided contract documents and observation.

Alliance Apartments Expansion, Minneapolis, MN.

Owner: Aeon Homes

Architects: Cermak-Rhoades Architects.

The project type: An inner-city development, which we assisted in site design of vehicular/pedestrian circulation, landscape plantings, and grading improvements. Provided contract documents and observation. Apartment building is the final stages of the LEED Home approval.

GMHC currently has 80 homes under construction, either being built new or in the process of rehabilitation. In the past 12 months we have completed and sold 70 homes throughout the Twin Cities Metro Area. In Roseville, GMHC has built 6 homes and rehabbed 14 in the past ten years. The projects listed below include some of our Roseville endeavors as well as other projects we have taken on that are similar to this proposal.

Roseville Applewood Court

In partnership with Roseville Economic Development Authority, GMHC built 5 single family homes, marketed and sold to teachers, Roseville Police officers, Roseville Family Renters and young families.

Roseville Single Family

GMHC has partnered with REDA to build new single family homes on Hamline Avenue. We have also rehabbed homes with the assistance of both REDA and Ramsey County, and as part of the Senior Housing Regeneration Program.

Osseo Townhomes

Partnering with Osseo Economic Development Authority and Hennepin County, GMHC removed two blighted properties and constructed a 15-unit townhome project in their place. The homes were marketed and sold to a combination of 50% AMI, 80% AMI, and market rate buyers.

Osseo Single Family

GMHC worked with Osseo EDA to remove 3 blighted properties and construct 3 single family homes, which were then marketed and sold to a combination of 80% AMI and market rate buyers.

Lynn Park Suburb in the City

GMHC partnered with the City of Minneapolis to build 29 single family units in a cul-de-sac style housing development within a mile of downtown. This project included the removal of several blighted properties. There were 13 models, prospective buyers could choose their model and construction would start once they were approved. All homes were sold to low to moderate income households.

Bungalow Court

Working with the City of Minneapolis and the St. Anthony Neighborhood organization, GMHC removed two blighted properties and constructed 6 single family homes with a shared courtyard and green space. These homes were marketed and sold to market rate buyers.

Cedar Riverside Townhomes

GMHC recently partnered with Cedar Riverside Neighborhood Revitalization Program and the City of Minneapolis to build a 4-unit townhome complex. Construction is currently under way. These homes will be marketed to a combination of 80% AMI and market rate buyers.

Little Earth

The City of Minneapolis, Little Earth Indian Community and GMHC worked together to remove 4 blighted properties and construct 4 new single family homes and complete one full house restoration. These homes are being marketed and sold to Little Earth Community residents.

Columbia Heights

Working with Columbia Heights Economic Development Authority, GMHC removed several blighted properties and constructed 10 single family homes. Those homes were marketed and sold to a combination of 80% AMI and market rate buyers.

Dakota County CDC

GMHC, in partnership with Dakota County Community Development Agency, developed the site and constructed 2 new single family homes and did one full house restoration. The homes were marketed and sold to community residents.



CERMAK RHOADES ARCHITECTS

SIMILAR WORK

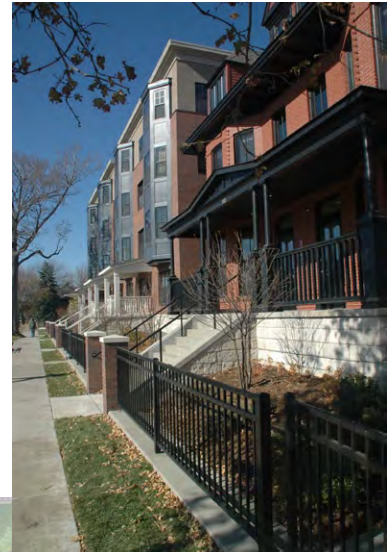
Alliance Apartments Expansion

This **LEED platinum certified** 51 unit new construction apartment building and relocation/renovation of a 10 unit apartment building provides supportive housing for single adults with a history of homelessness, mental illness or chemical dependency. Detailed research revealed effective sustainable features to create a durable, energy efficient building within a limited budget. Design elements such as porches and bay windows contribute to a **sense of home** and help the buildings fit in the neighborhood. Community spaces, shared services and a landscaped courtyard connect residents among the buildings to contribute to a sense of community.

Todd was Principal-in-Charge, Michelle was Project Architect and Larry was Project Manager during construction

Client: Aeon

Location: Minneapolis, MN





CERMAK RHOADES ARCHITECTS

SIMILAR WORK

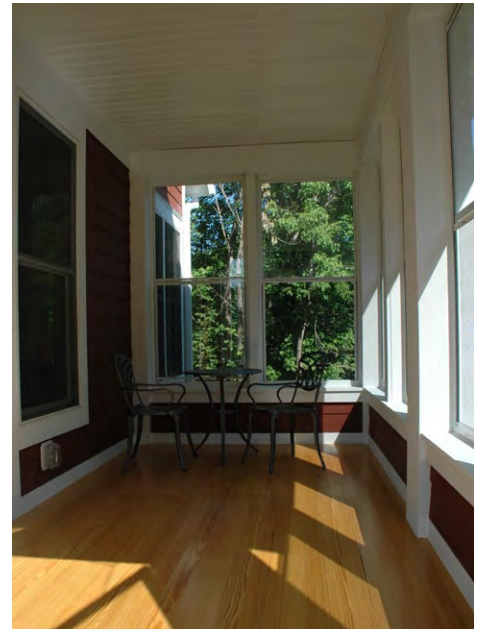
Clear Spring Road

Clear Spring Road provides supportive housing for adults with mental illness in a wooded, campus like setting. The architectural team designed the three small apartment buildings with the **scale and detailing of traditional, rural single-family homes** to be compatible with the setting. Each of the three buildings consists of four efficiency apartments, a large communal living room, three-season porch, and laundry room. A basement in one of the buildings provides office space for supportive services and a maintenance shop. The rolling site features **extensive landscaping and a raingarden** adjacent to a protected wetland.

Todd was Principal-in-Charge for all phases of the project.

Client: Community Involvement Programs

Location: Minnetonka, MN





CERMAK RHOADES ARCHITECTS

SIMILAR WORK

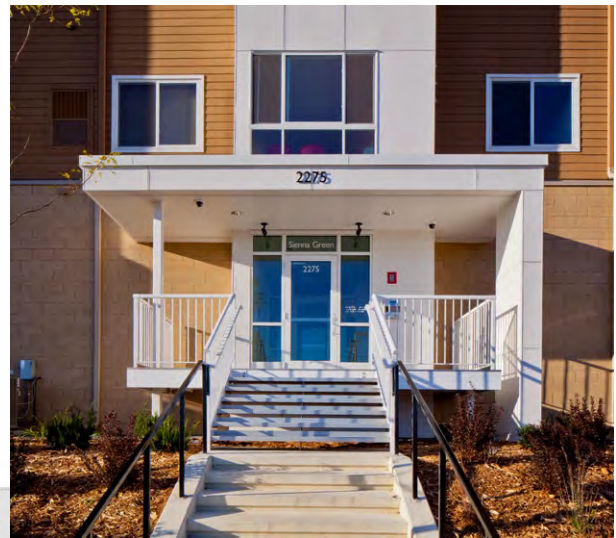
Sienna Green II

Designed to help address a shortage of affordable family rental housing in Roseville, Sienna Green II is a new 4 story, 50 unit, affordable multi-family apartment building. Trellis-covered porches, extensive landscaping, pedestrian scale lighting and sidewalks help to **create a pleasant and safe zone for pedestrians** along the front of the building and contribute to a walkable route to the nearby neighborhood shopping district. A community room, fitness room and site offices share **views to the patio and play area**.

Todd was Principal-in-Charge and Michelle was the Project Architect for all phases of the project.

Client: Aeon

Location: Roseville, MN



SUMMARY:

The proposed project consists of 29 single-family units with three different styles: detached single family homes, townhomes, and senior accessible housing; all homes will be energy efficient green homes. The proposed combination of housing styles aims to incorporate features such as intergenerational living that were identified as priorities through the CDI process. Also incorporated in the proposed development is green space, rain gardens and outdoor living options for the residents.

PRE-CONSTRUCTION:

- **Site Design**
 - o Site Testing
 - o Civil Engineering
 - o Landscape Design
 - o Site Plan Layout
- **City Approval Process**
 - o Planning, Zoning, Public Works, Neighborhood Approval Process

CONSTRUCTION:

- Construct 29 single-family units:
 - o 12 two-story single family homes set in a court style configuration
 - 4 bedrooms, 3.5 bathrooms
 - 2,400 square feet
 - 2 car attached garage
 - o 8 single level accessible senior homes
 - 2 bedrooms, 1 bathroom
 - Style 1 – 1,600 square feet, 2 bedrooms, 2 bathrooms
 - 2 car tandem attached garage
 - Style 2 – 1,000 square feet, 2 bedrooms, 1 bathroom
 - 1 car attached garage
 - o 9 townhomes
 - 4 bedrooms, 3.5 bathrooms
 - 2,100 square feet
 - 2 car tuck under garage
- Each unit has a dedicated outdoor space – porch, patio, and/or balcony.
- Shared courtyard and sidewalks throughout encourage neighborhood connectivity.
- Rain gardens will be created to capture storm water runoff and create a buffer between existing homes.
- Site design to meet City of Roseville requirements for storm water management and site improvements.
- All homes will follow MN 2011 Enterprise Green Communities Criteria.

PROJECT MANAGEMENT:

- GMHC will design, build, and market the site.
- GMHC Director of Construction to oversee design and review process, bid out project, and oversee construction. GMHC staff to coordinate project throughout each stage.
- Cermak Rhoades Architects providing architectural and engineering services for the proposed project as well as assisting with the planning, zoning and neighborhood review processes.
- Building Knowledge, Inc. providing green building expertise to complete the project under MN 2011 Green Communities Energy Efficiency Criteria. Responsibilities will include conducting plan review and preliminary HERs ratings, conducting on-site verifications for Energy Star checklists, conducting mechanical systems performance testing, preparing final HERs ratings, and completing Energy Star qualifications.
- General contractor to be selected through an open publicly advertised bid process to assure competitive pricing. The selected general contractor will work under the guidance of the Director of Construction for adherence to standards, budget and timeline.

MARKETING AND RESALE:

- Units will be sold at market rate.
- The units will be sold to owner occupants.
- Certain units will be designed to be fully accessible and marketed to seniors.
- Emphasize marketing to fire fighters, police, teachers, and renters who would like to stay in Roseville and own a home.
- A percentage of the units could be made affordable depending on available subsidy or project funding.
- Cermak Rhoades to assist with marketing materials such as 3D model views, floor plans of each dwelling unit type, and site plans to be used in electronic or print format by GMHC.

Timeline	Milestone
December 2013 - January 2014	Pre-construction and planning & zoning approval process
February 2014	Approvals and contractor selection
March - April 2014	Site preparations & marketing begins
May 2014	Ground breaking – Phase 1 begins (half of each housing type)
September – November 2014	Phase 1 construction – completion based on unit type
September – October 2014	Occupancy begins on completed units
September 2014	Phase 2 construction begins
December 2014	Construction underway on all units
January – March 2015	Phase 2 construction ends & occupancy begins for completed units
April – May 2015	Completion of outstanding exterior escrow work

October / November 2013

- o Participate in public review process and presentations as requested

November 2013

- o Developer Selected / Project Awarded

December 2013

- o Site Acquisition
- o Site Design
- o Building Design
- o Soil Testing
- o Phase One Environmental
- o Survey Work

January / February 2014

- o Planning / Zoning / Project Approvals Finalized by City
- o Construction Bidding
- o Value Engineering
- o Contractors Selection

March 2014

- o Marketing Begins – Signs, Brochures, MLS

April 2014

- o Construction Preparations Begins
- o Site Preparations

May 2014

- o Ground Breaking
- o Construction Begins - Townhomes Building 1
- o Construction Begins Single Family Homes 1 thru 6
- o Construction Begins Senior homes

June / July / August 2014;

- o Construction Underway all Units
- o Installation of Utilities – Water / Sewer / Electric / Gas
- o Site Improvements Underway

September 2014

- o Single Family Buildings 1 Thru 6; Construction Complete / Sale Closings and Owner Occupancy Begins
- o Construction Begins Single Family Homes 7 thru 12

October 2014

- o Senior homes; Construction Complete / Sale Closings and Owner Occupancy Begins
- o Construction Begins Dale Townhomes Building 2

November 2014

- o Dale Townhomes Building 1; Construction Complete / Sale Closings and Owner Occupancy Begins

December 2014

- o Construction Underway all Units

January 2015

- o Single Family Buildings 7 thru 12; Construction Complete / Sale Closings and Owner Occupancy Begins

February 2015

- o Construction Underway Dale Townhomes Building 2

March 2015

- o Dale Townhomes Building 2; Construction Complete / Sale Closings and Owner Occupancy Begins

April / May 2015

- o Complete Exterior Escrow Work



Greater Metropolitan Housing Corporation
15 South Fifth Street, Suite 710
Minneapolis, MN 55402

phone: (612) 339-0601
fax: (612) 339-0608
info@gmhchousing.org
www.gmhchousing.org

September 24, 2013

City of Roseville
Roseville Housing and Redevelopment Authority
2660 Civic Center Drive
Roseville, MN 55113

Dear City of Roseville:

The purpose of this letter is to set forth some of the basic terms and conditions of the proposed purchase by the undersigned (the "Buyer") of certain real estate owned by you (the "Seller"). The terms set forth in this Letter will not become binding until a more detailed "Purchase Agreement" is negotiated and signed by the parties, as contemplated below by the section of this Letter entitled "Non-Binding."

1. DESCRIPTION OF PROPERTY. The property proposed to be sold is located at Dale Street Fire Station Site, Roseville, Minnesota.

The Real Estate is subject to public highways, covenants, restrictions and zoning, if any.

2. PRICE. The proposed purchase price is \$1.00, of which \$0.00 would be deposited with Seller, or Sellers agent, upon acceptance of a binding Purchase Agreement. Buyer would pay the balance to Seller at closing.

3. POSSESSION. Possession would be given on December 20, 2013, or sooner by mutual agreement. Settlement would be made at the closing, immediately prior to possession.

4. INSPECTION. After the final acceptance of a binding Purchase Agreement, Buyer may have the Real Estate inspected by a person of Buyer's choice to determine if there are any structural, mechanical, plumbing or electrical deficiencies, structural pest damage or infestation, any unsafe conditions or other damage, including the presence of radon gas, any lead-based paint hazards, and inspections for other conditions that are customary to the locality and/or that are required by law.

5. STANDARD PROVISIONS. The Purchase Agreement will include the standard provisions that are customary to the locality and/or that are required by law.

6. NON-BINDING. This Letter of Intent does not, and is not intended to, contractually bind the parties, and is only an expression of the basic conditions to be incorporated into a binding

Purchasing Agreement. This Letter does not require either party to negotiate in good faith or to proceed to the completion of a binding Purchase Agreement. The parties shall not be contractually bound unless and until they enter into a formal, written Purchase Agreement, which must be in form and content satisfactory to each party and to each party's legal counsel, in their sole discretion. Neither party may rely on this Letter as creating any legal obligation of any kind.

If you would like to discuss a sale of the Real Estate with the undersigned on these general terms, please sign and return a copy of this Letter of Intent to the undersigned at your earliest convenience.

Sincerely,

BUYER:
Greater Metropolitan Housing Corporation


BY: Carolyn E. Olson, President

The above Letter reflects our mutual understanding and sets forth the basis for proceeding to negotiate a Purchase Agreement as outlined above.

SELLER:
City of Roseville

BY: Roseville Housing and Redevelopment Authority

DATE: _____

Sources and Uses

Sources	Amount	Status of Sources
US Bank Line of Credit	\$9,000,000	Committed
Beacon Bank Line of Credit	\$2,000,000	Committed
Total Sources	\$11,000,000	

Uses	Amount	Funding Source
Acquisition Costs (Title Fees)	\$3,000	US Bank and/or Beacon Bank
Construction Hard Costs	\$6,582,500	US Bank and/or Beacon Bank
Soft Costs	\$1,140,325	US Bank and/or Beacon Bank
Total Uses	\$7,725,825	

GMHC's Proforma (Attachment F.3) for the project does show a deficit. To break even, the project would need to include a large building with multiple units. However, the intent of our proposal is to complement the existing neighborhood of single family residences, which is why we only have 29 units in our development.

There are other potential sources of funds that GMHC and/or the City could apply for to cover the development gap, but they will come with restrictions and there is no guaranty that the projects will be funded.

- Minnesota Housing Community Homeownership Impact Fund (CHIF) grant – If awarded the CHIF guidelines would restrict resale to homeowners at or below 115% of the area median income, \$94,700 for a family of four.
- Metropolitan Council Livable Communities Demonstration Account – If awarded, the Project must help achieve one or more of the affordable and lifecycle housing goals adopted by the applicant city. Could include a certain number of units needing to be sold to homeowners at or below 60% of the area median income, \$49,380 for a family of four.
- Tax Increment Financing

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Commercial Real Estate
BC-MN-H03A
800 Nicollet Mall, 3rd Floor
Minneapolis, MN 55402

September 24, 2013

Re: Greater Metropolitan Housing Corporation

To Whom It May Concern:

U.S. Bank National Association ("U.S. Bank") has a long-standing relationship with the Greater Metropolitan Housing Corporation ("GHMC") dating back to its inception over forty years ago. We have also had a direct lending relationship with them for the past nineteen years.

GHMC currently has a \$9 million line of credit with U.S. Bank for the purpose of acquiring and constructing new or renovating existing single-family homes in the Minneapolis / St. Paul Metropolitan area.

U.S. Bank holds the good works and efforts that GHMC brings to the community towards affordable housing in high esteem and highly values this relationship.

Sincerely,

John P Nolan
Relationship Manager, AVP
U.S. Bank Commercial Real Estate - Community Lending
800 Nicollet Mall | Minneapolis, MN 55402 | BC-MN HO3 A
john.nolan@usbank.com | ph 612.303.3634 | f 612.303.2270





19765 Highway Seven / Shorewood, MN 55331 / (952) 474-7309 / Fax (952) 474-0751
409 Second Street / Excelsior, MN 55331 / (952) 474-2307 / Fax (952) 474-3044

September 23, 2013

Carolyn E. Olson, President
Greater Metropolitan Housing Corporation
15 South Fifth Street, Suite 710
Minneapolis, MN 55402

RE: Single Family Home Ownership Program

Dear Carolyn Olson:

Beacon Bank is happy to submit its commitment to you to finance up to \$2,000,000 in loans outstanding for the purpose of purchase, rehab, and resale of single family residential properties in the seven county twin city metropolitan areas. The terms and conditions of our commitment follow:

Borrower:	Greater Metropolitan Housing Corporation	
Borrower's Address:	15 South Fifth Street, Suite 710 Minneapolis, MN 55402	
Commitment:	\$2,000,000	
Duration:	Our ongoing involvement to fund transactions covered by this commitment will expire on August 1 st each year (starting August 1, 2014); but, will be reviewed for extension prior to that date each year.	
Purpose:	To fund the acquisition & rehabilitation costs for single family residential homes purchased for resale in the GMHC's Single Family Home Ownership Program.	
Rate/Loan Fee:	Those properties located in the 7-County "Low to Moderate" income Census Tract As determined by a current Geocode Search	Those properties NOT located in the 7-County "Low to Moderate" income Census Tract As determined by a current Geocode Search
	Variable at WSP + 1.00% (Floor = 4.50%)	Variable at WSP + 1.50% (Floor = 5.00%)
	\$500.00 per transaction	\$750.00 per transaction
Term:	Nine Months; plus 1 six-month renewal	
Purpose	To provide funding for the purchase and rehab of single family homes	
Collateral	Filed first REM on each subject property	

Carolyn E. Olson, President
Greater Metropolitan Housing Corporation
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Loan To Value:	Initial Funding	One Renewal
	Maximum: 85.0% LTV based on a brokers price opinion prior to initial funding	Maximum: 75.0% LTV based on receipt of an appraisal prior to renewal for final six month term
Repayment	Sale of subject property	

General conditions:

1. That at the inception of each property purchase to support the 9 month period for rehabilitation, the Bank will be provided a Broker Price Opinion (repaired and repaired comparisons) on each single family residential property to determine the estimated value of the transaction; and, prior to extension for "one" six month renewal period (if necessary), the will Bank be provided a formal appraisal (by an appraiser acceptable to the bank) on the subject property supporting a loan to value not to exceed 75%. This means that a principal payment may be required to get the LTV into compliance.
2. That the Borrower establishes and maintains a deposit account at Beacon Bank.
3. That the Borrower provide Beacon Bank the following financial reporting:
 - Weekly, draw requests that have copies of the invoices for the draw as well as a running balance of the estimates vs. actual expenses for each property that is financed by Beacon Bank;
 - Weekly, in house prepared financial status report pertaining to all homes included in this business line (whether financed by Beacon Bank or other) and recapping acquisition cost, monthly holding costs, projected resale price and gross profit;
 - Quarterly, in house prepared financial statement on GMHC;
 - Annually, the audited financial statement for GMHC.
4. That a Title Insurance Company be involved to manage this facility; i.e. close the transaction, file our mortgage, disburse improvement costs and provide the Bank with a policy of title insurance insuring the priority of our mortgage, inclusive of mechanics lien coverage.
5. That prior to closing, the Bank be provided a policy of hazard insurance, in the amount of our loan amount, insuring against all hazards.
6. That at the time of closing, the Borrower pays all closing costs pertaining to each referenced single family transaction.
7. All related closing expenses to be paid by GMHC including (if necessary) a \$250.00 loan documentation preparation fee at nine months if an extension is necessary.

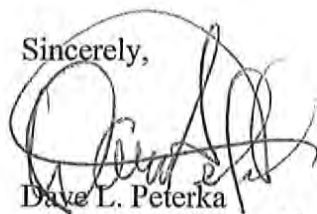
If this commitment is acceptable to you, please indicate your acceptance by signing a copy of this commitment letter enclosed and return it to Beacon Bank in the enclosed envelope.

This commitment, if not accepted, will expire on October 30, 2013.

Carolyn E. Olson, President
Greater Metropolitan Housing Corporation
Page 3 of 3

Should you want to discuss this commitment more thoroughly, please do not hesitate to call me at 952-401-1222. Finally Carolyn, we want to thank you for involving Beacon Bank in your ongoing financial needs for GMHC.

Sincerely,



Dave L. Peterka
Executive Vice President
Chief Credit Officer

Accepted:



Carolyn Olson, President Date
Greater Metropolitan Housing Corporation